CUB SCOUT LEADER BOOK



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BOY SCOUTS OF AMERICA: A PROGRAM FOR FAMILIES

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PURPOSE OF THE BOY SCOUTS OF AMERICA

The purpose of the Boy Scouts of America—incorporated on February 8, 1910, and chartered by Congress in 1916—is to provide an educational program for boys and young adults to build desirable qualities of character, to train in the responsibilities of participating citizenship, and to develop personal fitness.

PARTS OF THE BSA PROGRAM

Tiger Cubs is a family- and home-centered part of the BSA program that encourages ethical decision-making skills for first-grade (or 7-year-old) boys. These boys participate in activities with an adult partner, usually a parent. Tiger Cubs emphasizes shared leadership, learning about the community, and family understanding.

Cub Scouting is a family- and home-centered part of the BSA program that helps develop ethical decision-making skills for boys in the second and third grades (or who are 8 and 9 years old). Activities emphasize character development, citizenship training, and personal fitness.

Webelos Scouting is a family- and home-centered part of the BSA program that develops ethical decision-making skills for fourth- and fifth-grade (or 10-year-old) boys. Webelos Scouts participate in more advanced activities that begin to prepare them to become Boy Scouts.

Boy Scouting is the part of the BSA program for boys 11 through 17 years of age. Boys also may become Boy Scouts if they have earned the Arrow of Light Award or have-completed the fifth grade or are 11–17 years of age. Boy Scouting is designed to achieve the aims of Scouting through a vigorous outdoor program, using peer group leadership with the counsel of an adult Scoutmaster.

Varsity Scouting is a part of the BSA program for young men 14 through 17 years of age. Emphasis is on advancement, high adventure, personal development, service, and special programs and events.

Venturing is the part of the BSA program for young men and women who are 14 (and have completed the eighth grade) through 20 years of age. Venturing is designed around six experience areas: social, citizenship, service, leadership, fitness, and outdoor. Venturing can provide positive experiences through exciting and meaningful activities that help youth grow to adulthood, pursue their special interests, develop leadership skills, and become good citizens.

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INTRODUCTION TO CUB SCOUTING

Welcome to Cub Scouting! You are one of more than half a million adult leaders working with more than 2 million Cub Scouts in the United States today.

Boys join Cub Scouting for excitement, to be with friends, and to have fun. But "having fun" includes more than just actually having a good time. It also means feeling accepted by a group regardless of race, class, religion, culture, or any other elements. *Fun* also means boys discovering that they can perform challenging tasks.

When Robert Stephenson Smyth Baden-Powell founded Scouting, he drew on his military experience. He recognized that boys would want to become Scouts because they are "keen for adventure and outdoor sports…they want to have fun and learn how to live outdoors." He realized that Scouting was a game with a purpose—a game in which the purpose of Scouting manifests itself today in the ideals and values found in the Cub Scout Promise, the Law of the Pack, the Scout Oath and Law, the Scout motto, and the Scout slogan.

Cub Scouting is a character-building organization that embraces the values of citizenship, compassion, cooperation, courage, faith, health and fitness, honesty, perseverance, positive attitude, resourcefulness, respect, and responsibility (see "Cub Scouting's 12 Core Values," page 4-2). It is expected that boys in Scouting will not only have fun and experience adventure but will also accept Scouting's value system. High-quality leadership is the key to youth acquiring and internalizing the ideals and values of the Boy Scouts of America.

Adults become Cub Scout leaders for a variety of reasons. Many join the Scouting movement when their sons become old enough to join a pack. Some were Scouts or members of similar youth organizations during their own youth. Others are recruited into taking a leadership position. Yet others think it is the right thing to do. Regardless of why adults join Scouting, new volunteers become confident and proficient through training, and through support from other adult Scouters. More than ever before, youth need to develop positive relationships with caring, concerned, and compassionate adults.

THE PURPOSES OF CUB SCOUTING

Since 1930, the BSA has helped younger boys through Cub Scouting, which is a year-round family-oriented part of the BSA program designed for boys who are in first through fifth

grades (or are 7, 8, 9, and 10 years of age). Parents, leaders, and organizations work together to achieve the 10 purposes of Cub Scouting.

The Purposes of Cub Scouting

1. Character Development
2. Spiritual Growth
3. Good Citizenship
4. Sportsmanship and Fitness
5. Family Understanding
6. Respectful Relationships
7. Personal Achievement
8. Friendly Service
9. Fun and Adventure
10. Preparation for Boy Scouts

All the activities leaders plan and boys enjoy should relate to one or more of these purposes. These purposes help us achieve the overall aims of the BSA of character development, citizenship training, and personal fitness.

THE METHODS OF CUB SCOUTING

Cub Scouting uses eight specific methods to achieve Scouting's aims of helping boys build character, learn the responsibilities of citizenship, and develop personal fitness. These methods are incorporated into all aspects of the program. Through these methods, Cub Scouting happens in the lives of boys and their families.

The Methods of Cub Scouting

1. Living the Ideals
2. Belonging to a Den
3. Using Advancement
4. Involving Family and Home
5. Participating in Activities
6. Serving Home and Neighborhood
7. Wearing The Uniform
8. Making Character Connections

1. Living the Ideals

Practices such as the Cub Scout Promise, the Law of the Pack, the Cub Scout sign, handshake, motto, and salute help establish and reinforce shared values and ideals of Cub Scouting.

2. Belonging to a Den

Boys need and want to belong to a group. The den is the place where belonging is created through practicing skills, exploring interests, learning values, and forming friendships. In the den, boys are given opportunities to work with others, to do their best, and to have fun.

3. Using Advancement

Positive recognition is important for boys and their families. The advancement plan provides fun and challenging experiences, by helping boys gain self-motivation and a sense of personal achievement, while strengthening family relationships.

4. Involving Family and Home

Family involvement is an essential part of Cub Scouting. Parents, guardians, siblings, and other family members provide leadership, support, and resources. Active family participation ensures that boys have a successful experience in Cub Scouting.

5. Participating in Activities

Boys participate in a variety of den and pack activities, such as games, projects, skits, songs, outdoor activities, and service experiences. Cub Scout activity programs provide opportunities for growth in character development, citizenship training, and physical fitness.

6. Serving Neighborhood and Community

Boys are connected to their neighborhoods and communities through their activities and service. In turn, this network of resources supports the growth and development of the boys.

7. Wearing the Uniform

Scout uniforms help build pride, loyalty, and self-respect. Wearing the uniform encourages a neat appearance, a sense of belonging, and a shared identity for both the boys and the leaders.

8. Making Character Connections

Throughout the program, leaders learn to identify and utilize character lessons in activities, so that boys can learn to know, commit, and practice the twelve core values of Cub Scouting. Character Connections are included in all the methods of Cub Scouting.

CUB SCOUTING IDEALS

The Cub Scout Promise, the Law of the Pack, and the Cub Scout motto are ideals that are related to everything a Cub Scout does. These ideals are not tests to be passed in order to qualify for induction; they are principles that boys learn and incorporate into their everyday lives.

Take advantage of every opportunity to mention how an activity or service project in which the boys are involved embodies or shows an aspect of the Cub Scout Promise, the Law of the Pack, or the Cub Scout motto. Help them see that living the ideals of Cub Scouting is a good way to live.

The Cub Scout Promise

I, __[name]__, promise to do my best
To do my duty to God and my country,
To help other people, and
To obey the Law of the Pack.

This promise helps Cub Scouts develop a sense of spiritual awareness, loyalty, unselfishness, self-discipline, and service to others.

As a leader, your obligation to a boy joining Cub Scouting is to lay a firm foundation for the promise he will make each time he recites the Cub Scout Promise. This Promise, with the words changed slightly, will follow him into Boy Scouting and Venturing, and perhaps into a leadership role.

As you talk with a boy who has chosen to join Cub Scouting, you have an opportunity to provide a good influence when his young mind is eager to learn. And later, as you work with him in den and pack meetings, you will have a chance to reinforce his understanding of the Cub Scout Promise. You will have many opportunities to remind him to "do his duty," "do his best," and "help other people." Explain the words in simple language that he will understand.

I promise—A promise is keeping your word. It's not right to make a promise and then not do your best to keep it.

To do my best—Your best is not the same as someone else's best. Try to better your own record, rather than merely trying to do better than someone else. It makes you feel good to do your best.

To do my duty to God—This phrase means to remember to thank God for good friends, good health, and all the things he provides for us. We should also thank him for our family and all others who love us and help us. Going to worship services is another way of doing our duty to God. We should respect other people's religious beliefs even if they are different from our own.

And my country—Duty to country starts with being a good citizen. This means caring about the people in our communities and helping those in need. Good citizenship also means obeying the law and using our country's resources carefully. We show love for our country by respecting and saluting the U.S. flag and standing at attention when our national anthem, "The Star-Spangled Banner," is played.

To help other people—This phrase means helping at home by doing things like taking out the garbage or making your bed without grumbling. It can also include offering to be friends with a new student in school, making holiday cards for older people, or raking leaves or clearing snow for a neighbor. It can mean providing games for children living in shelters or collecting food for people who don't have enough to eat. Helping others is not always an easy thing to do. We must think about other people instead of ourselves—even when it might be inconvenient. It means treating other people as we would want them to treat us.

And to obey the Law of the Pack—*Obey* means to do what you're supposed to do, and to do what parents and other adults ask you to do. When you obey the law, you do what the law says. A Cub Scout should follow the laws of the land, the rules in his school, the rules in his home, and the rules in his den and pack.

The Law of the Pack

The Cub Scout follows Akela.
The Cub Scout helps the pack go.
The pack helps the Cub Scout grow.
The Cub Scout gives goodwill.

The Cub Scout follows Akela—In Cub Scouting, *Akela* (pronounced Ah-KAY-la) means "good leader." To a Cub Scout, Akela is a parent, teacher, religious leader, or Cub Scout leader. Akela is anyone who has shown ability and willingness to be a good leader for Cub Scouts to follow. (See "The Story of Akela and Mowgli" in the *Wolf Cub Scout Book.*)

One must first learn to be a good follower in order to be a good leader. The key word in this phrase of the Law of the Pack is *follows.* When following, a Cub Scout should choose a good leader to emulate.

The Cub Scout helps the pack go—Cub Scouts help the pack go by being loyal members, attending all meetings, following the leaders, and making the pack better because they belong. It means doing one's share. By helping the pack, Cub Scouts have more fun and feel satisfied. The key word in this phrase is *helps.*

The pack helps the Cub Scout grow—Cub Scouting helps boys grow into better people. They learn how to do new things and to reach out to others. The key word in this phrase is *grow.*

The Cub Scout gives goodwill—It's a good feeling for a boy to do what he is expected to do. It's an even better feeling when he does more than he is expected to do. Help boys

look for ways to make other people happy. The small things are just as important as the big ones. Anything that makes life a little easier or more pleasant for someone else is goodwill. The key word in this phrase is *gives.*

The Cub Scout Motto

Do Your Best.

Doing your best is one of the most important things for the Cub Scout to learn. Boys often become so interested in winning that they fail to see the importance of doing the best they can at everything. One boy's best might be quite different from another boy's best. Help the boys see that no one can find fault with them if they always do their best.

CUB SCOUTING BASICS

The Cub Scout Sign



Cub Scout sign

The Cub Scout sign is made with the right arm held high and straight up above the shoulder, with the index and middle fingers forming a V.

The other fingers are held with the thumb.

The two extended fingers stand for the parts of the Cub Scout Promise, "to help other people" and "to obey." They also stand for the two alert ears of a wolf. This is the sign of Cub Scouts all over the world.

The Cub Scout sign should be given when repeating the Cub Scout Promise or Law of the Pack. It is also used in the Living Circle and other ceremonies.

Use the sign to get the boys' attention or to encourage boys to be quiet in meetings. When you raise the sign, boys should become quiet and make the sign themselves. Reinforce this use of the sign by complimenting the first Cub Scout who reacts by making the sign when you do.

The Cub Scout Salute

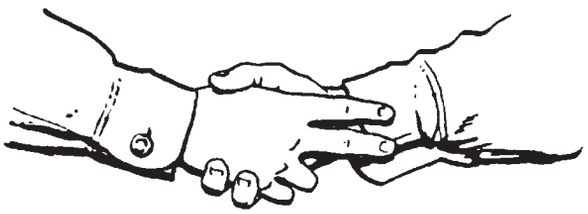


Cub Scout salute

The salute is made by joining the index and middle fingers of the right hand (holding the other fingers with the thumb) and touching them to the cap visor or forehead. The hand is held the same as for the Cub Scout sign, except the two fingers are together.

The Cub Scout salute is used to salute the flag when in uniform and to show respect to den and pack leaders. It can be used when greeting other Cub Scouts.

The Cub Scout Handshake



Cub Scout handshake

The handshake is done by putting the index and middle fingers of the right hand against the other person's wrist when shaking hands.

Cub Scouts and Cub Scout leaders use this handshake everywhere in the United States. The handshake signifies that those who use it help others and obey the Law of the Pack.

The Living Circle

The Living Circle is an important Cub Scout ceremony that may be used occasionally as an opening or closing for a den or pack meeting. It reminds the boy of the friendships he is making and links him with all other Cub Scouts.



Living Circle



Left-hand thumb grip

To form a Living Circle, Cub Scouts (and leaders) face inward in a close circle. With the right hand, each person gives the Cub Scout sign. They turn slightly to the right and extend left hands into the circle. Each thumb in the circle is pointed to the right, and each person grasps the thumb of the person on his left, making a complete Living Circle handclasp. The Promise, Law of the Pack, or motto can then be repeated.

The Living Circle also can be used by moving all of the left hands up and down in a pumping motion while the Cub Scouts say, "A-ke-la! We-e-e-ll do-o-o ou-r-r best," snapping into a circle of individual salutes at the word *best.*

Webelos

Webelos (pronounced WEE-buh-lows) is a word that has two meanings for Cub Scouts:

- Webelos Scouts are the older boys in the pack who are members of a Webelos den, where they start preparing to become Boy Scouts.
- Webelos is also the name of the badge of rank a Webelos Scout can earn.

Webelos means "We'll Be Loyal Scouts" because the word is formed by using the first letters of the words in that phrase. It reminds Cub Scouts that they will someday be Boy Scouts.

The Blue and Gold Colors

Blue and gold are the Cub Scout colors. They have special meaning, which you and the boys should understand and which will help boys see beyond the fun of Cub Scouting to its ultimate goals:

- The blue stands for truth and spirituality, steadfast loyalty, and the sky above.
- The gold stands for warm sunlight, good cheer, and happiness.

CUB SCOUTING: WHAT IT'S ALL ABOUT

Cub Scouting Is for Boys

Cub Scouting is for boys, and each boy is different. Cub Scouts come in all sizes, shapes, and colors and from a variety of backgrounds. There are no "average" boys. Cub Scouting is easily adaptable to a boy with a physical, mental, or emotional limitation, just as it is adaptable to boys who come from low-income, urban, or rural areas. There is little doubt that Cub Scouting can be one of the most valuable aids to the physical and mental development of a youngster with special needs.

Cub Scouting Is for Families

The family is an important influence on our nation's youth. There are many different types of family structures in today's world. Scouting is a support to all types of families as well as to organizations to which families belong. We believe in involving families in the training of youth, and we are sensitive to the needs of present-day families. Cub Scouting provides opportunities for family members to work and play together, to have fun together, and to get to know each other a little better.

Cub Scouting Is Fun

Boys join Cub Scouting because they want to have fun. For boys, however, fun means a lot more than just having a good time. Fun is a boy's code word for the satisfaction he gets from meeting challenges, having friends, feeling good, and feeling he is important to other people. While the boys are having fun and doing things they like to do, they also learn new things, discover and master new skills, gain self-confidence, and develop strong friendships. Cub Scouting is a positive place where friends and leaders accept and support a boy.

Cub Scouting Has Ideals

Cub Scouting has ideals of spiritual and character growth, citizenship training, and personal fitness. The Cub Scout Promise is a pledge of duty to God and family. The Law of the Pack is a simple formula for good Cub Scouting and good citizenship. The Cub Scout motto, "Do Your Best," is a code of excellence. Symbols, such as the Cub Scout sign, Cub Scout salute, and the Living Circle, help boys feel a part of a distinct group and add to the appeal of belonging to a widely respected organization.

Cub Scouting Provides Adventure

Cub Scouting helps fulfill a boy's desire for adventure and allows him to use his vivid imagination while taking part in skits, games, field trips, service projects, outdoor activities, and more. The use of a monthly theme lets a boy play the role of an astronaut, clown, explorer, scientist, or other exciting character. Boys find adventure in exploring the outdoors, learning about nature, and gaining a greater appreciation for our beautiful world.

Cub Scouting Helps Boys Develop Interests and Skills

Cub Scouts learn many useful skills. They develop ability and dexterity, and they learn to use tools and to follow directions. Recognition and awards encourage them to learn about a variety of subjects, such as conservation, safety, physical fitness, community awareness, sports, and religious activities. These interests might become a hobby or even a career later in life.

Cub Scouting Has an Advancement Plan

The advancement plan recognizes a boy's efforts and achievements. It provides fun for the boys, teaches them to do their best, and helps strengthen understanding as family members work with boys on advancement requirements. Badges are awarded to recognize advancement, and boys like to receive and wear these badges. The real benefit comes from the worthwhile things the boy learns while he is earning the badges, as his self-confidence and self-esteem grow.

Cub Scouts Belong

Belonging is important to boys. They like to be accepted as part of a group. In Cub Scouting, boys belong to a small group called a *den* where they take part in interesting and meaningful activities with their friends. In the den they learn sportsmanship, good citizenship, and loyalty. They learn how to get along with others and how to do their best for themselves and their den. Cub Scouts also belong to a *pack*, which is a larger group made up of several dens.

Cub Scouting Teaches Boys to Reach Out

Cub Scouting provides opportunities for boys to reach out into a wider community while maintaining a link with secure foundations such as the home, a religious organization, and a school. Cub Scouting helps boys become full members of their communities as they take part in service projects and other community-related activities. They get to know their community better and recognize the importance of good citizenship.

Cub Scouting Teaches Duty to God and Country

The BSA believes that no member can grow into the best kind of citizen without recognizing an obligation to God, and encourages both youth and adult leaders to be faithful in their religious duties.

The Scouting movement has long been known for service to others. Scouting believes that patriotism plays a significant role in preparing our nation's youth to become useful and participating citizens. A Cub Scout learns his duty to God, country, others, and self.

Cub Scouting Provides a Year-Round Program

Cub Scout packs renew their charters every year, and members are registered for one year at a time. Boys are entitled to a full year of program fun and activities. Summer den and pack activities are informal and often held outdoors, and families are often asked to help with the leadership. Even though some families will be on vacation at various times during the summer, enough people will be around to enjoy and benefit from the activities. Boys have more free time during the summer, so it is a great time for Cub Scouting.

Districts and councils help support the year-round pack program by providing opportunities such as day camp and resident camp.

Cub Scouting Helps Organizations

Cub Scouting is a resource program for community organizations. The Scouting program is available to organizations with similar interests and goals. They can use the program to further their outreach and help them achieve their objectives for young people in the community.

Summary

Cub Scouting provides a framework with guidelines upon which we build. When we are satisfied that we have built a full and rich program that is varied and exciting for the boys, we have just begun. All of the activities will affect the growth and development of boys. We must remember that our ultimate objectives are *citizenship training, character development,* and *personal fitness.*

As a worldwide brotherhood, Scouting is unique. It is based on the principles of loving and serving God, of human dignity and the rights of individuals, and of recognizing the obligation of members to develop and use their potential. It is a movement dedicated to bringing out the best in people. Cub Scouting doesn't emphasize winning as an end result, but rather the far more demanding task of doing one's best.

When Scouting can help nurture courage and kindness and allow boys to play, to laugh, to develop their imaginations, and to express their feelings, then we will have helped them grow. We want boys to become useful and stable individuals who are aware of their own potential. Helping a boy to learn the value of his own worth is the greatest gift we can give him.

INTRODUCTION—CHAPTER 3

CUB SCOUTING: A POSITIVE PLACE

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INTRODUCTION

The Boy Scouts of America emphasizes a *positive place* in Cub Scouting. Any Cub Scouting activity should take place in a positive atmosphere where boys can feel emotionally secure and find support, not ridicule, from their peers and leaders. Activities should be positive and meaningful and should help support the purpose of the BSA.

Many boys grow up loved, respected, adequately nourished and clothed, and properly housed. But some boys have a different experience. The environments in which some boys are reared are challenging—for a variety of economic, social, or cultural reasons. For all boys, but especially for these boys, the Cub Scout den and pack can be positive places where they can feel emotionally secure and find support.

Leaders and boys can reach a consensus on standards for protecting each other from name calling, bullying, racial and cultural put-downs, and all forms of violence. They can discuss and then put into practice more appropriate ways of resolving conflicts.

But the idea of Cub Scout meetings being a positive place goes beyond merely ruling out aggression. Boys can differ in many ways—racially, ethnically, socially, and culturally. They need to learn to accept and respect not only the diversity found within their own social and cultural environments but that of the broader community, nation, and world.

Finally, using athletics as their ideal, many boys tend to think of all outcomes as win-lose situations. Instead, they need to find ways, through cooperation, by which everyone can be successful. They need to come to understand that they can meet more of their goals and realize more success through joint effort and finding the middle ground.

GUIDELINES FOR A POSITIVE PLACE

Positive Values

Fun is an important element of Scouting. But we must remember that everything we do with our Scouts should be positive and meaningful. Activities should build self-esteem, be age-appropriate, and should not offend participants or the audience.

As leaders of the Boy Scouts of America, it is our responsibility to model the values of the organization and set a high standard for appropriateness in all Scouting activities. When making decisions, resolve to follow the high road—"If in doubt, take it out."

These are some of the things that can make activities inappropriate and unacceptable:

- Name-calling, put-downs, or hazing
- References to undergarments, nudity, or bodily functions
- Cross-gender impersonation that is in any way derogatory, rude, insulting, or lewd. (This is not to suggest that boys cannot dress for and play female roles when needed in a skit or play, as long as good taste prevails.)
- Derogatory references to or stereotyping of ethnic or cultural backgrounds, economic situations, or disabilities
- Sensitive social issues such as alcohol, drugs, gangs, guns, suicide, etc.
- Wasteful, ill-mannered, or improper use of food or water
- "Inside jokes" that exclude some of those present
- Cultural exclusion—emphasis on the culture or faith of part of the group while ignoring that of the rest of the group

- Changing lyrics to patriotic songs ("America," "America the Beautiful," "God Bless America," "The Star-Spangled Banner") or to hymns and other spiritual songs

A PLACE FOR GROWTH

The den and pack should offer Cub Scouts a place where they can talk intelligently about their differences and learn to respect and appreciate them. When sensitive situations arise, parents and other adults who are competent to deal with such situations should be invited to attend the meetings. Often, they can shed light on such issues and encourage understanding.

During the Cub Scout years, peer groups become increasingly important to boys. Many of the peer-group settings in which boys interact—the classroom, the sports team, the playground—become scenes of competition that range from subtle judgment to open hostility. It is no wonder that so many boys come to believe that honest expression of true feelings can leave them open to attack. Cub Scouting tries to set forces in motion within packs and dens that will foster positive expression and growth for each member.

But boys learn to guard their feelings well. And at times, you, as a leader, might think that you are wasting your time as you confront the media and other cultural influences that define masculinity in terms of "hanging tough" and controlling emotion. But an unwillingness to reveal feelings and an attitude of self-defense learned in childhood can exact a lifetime toll on family relationships and future adult friendships.

Cub Scouting tries to provide new models for growing up. It inspires youngsters to try to do their best and also encourages cooperative efforts and mutual support that can grow into self-respect and genuine caring for others.

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WHY WE NEED CHARACTER DEVELOPMENT

Cub Scouts are growing up in a complicated world. They are faced with conflicting messages that are often hard for them to grasp. Some influences, such as peer pressure, may provide boys with the positive support they need to help them do the right thing; but in some cases these same influences can cause boys to act in ways that sharply contradict positive values.

Since its origin, the Scouting program has been an educational experience concerned with values. In 1910, the first Scouting activities were designed to build character, physical fitness, practical skills, and service. All of these elements remain part of Cub Scouting today. As Cub Scouting has progressed through the years, the importance of making good decisions based on sound values has been integral and steadfast.

Scouting helps teach values to boys and helps them develop character. Character development is a process begun in early childhood, and the family is the first and most important source for raising children of character. But for character development to be comprehensive, it must seek to develop all areas of a child's character—knowledge, commitment, and practice. Toward that end, character education must be present in all areas of a child's life, including the home and educational, religious, and civic arenas. Scouting honors the home, religious institutions, schools, and communities as critically influencing the character development of youth.

Cub Scouting activities

- involve the parents, adult leaders, and friends of Cub Scouts;
- are based in home-centered programs that teach essential core values central to the development of good character;
- encourage character development, physical coordination, family unity, and enthusiasm for learning;
- reinforce the qualities embraced by the Cub Scout Promise and the Law of the Pack. (See Chapter 2 for the Cub Scout Promise and the Law of the Pack.)

WHAT IS CHARACTER AND HOW IS IT DEVELOPED?

Character can be defined as the collection of core values possessed by an individual that lead to principled moral commitment and action. Character development refers to the processes by which these values are learned and practiced.

People have debated for a long time on how character is developed. Some think that character is developed by clearly instilling moral knowledge; that is, children must be *told* what is right and good—period. Others argue that children develop character by *learning to reason* about what is right and good. Still others argue that character is developed by habitually *practicing* what is right and good.

So, how is character developed? The answer is this: Character development requires attention to each of these concepts, and more.

PRINCIPLES FOR DEVELOPING CHARACTER

In general, three basic principles underlie character development:

1. **Core values are the basis of good character development.** In helping boys develop character, Cub Scouting promotes 12 core values.

Cub Scouting's 12 Core Values

1. Citizenship	7. Honesty
2. Compassion	8. Perseverance
3. Cooperation	9. Positive attitude
4. Courage	10. Resourcefulness
5. Faith	11. Respect
6. Health and fitness	12. Responsibility

These values are at the core of what it means to be involved in Scouting.

In essence, character development requires making clear the values that underlie the Scouting way. If we want Cub Scouts to be honest, responsible, and courageous, we must be as diligent and skilled about teaching these values as we are about teaching the other aspects of the program.

In Cub Scouting, character development defines the core values and requires that we discuss them and try to make them an active part of the language and culture of the Cub Scout.

2. **Character must be broadly defined to include thought, commitment, and practice.** It is not enough to memorize words and slogans. Cub Scouts must learn to use their reason when evaluating competing values. They must be committed and have the skills necessary to act on their convictions despite peer and-worldly pressures.

   Not every Scouting activity will be designed to develop each of these three areas; sometimes, an activity is designed for just fun and relaxation. Sometimes, the only goal is to convey knowledge. But activities that have the greatest effect on character involve all three areas—knowledge, commitment, and practice.

   For example, a service project is just an activity until Cub Scouts *reflect* on the experience, until they consider how it made them feel, or until they think about how to fix the problem. The key is to avoid omitting any aspect in the development of the complete moral person.

3. **Core values should be promoted throughout all phases of life.** Just as it isn't enough to develop any one area of character to the exclusion of another, it isn't enough to focus on character development in one area of a Cub Scout's life. Character development must be promoted throughout all phases of life, whether in the den, at home, at school, at a place of worship, or in the community.

   The character development program will challenge Cub Scouts to consider the core values from the perspective of six general areas:

   - God
   - World
   - Country
   - Community
   - Family
   - Self

Character development should not be viewed as something done occasionally as part of a separate program, as part of only one area of life. Character development should be a part of everything a Scout does. Character development lessons can be gained from every aspect of the Scouting experience. Your goal as the Cub Scout leader is to seek out and maximize the many opportunities to incorporate character development, to encourage the young Cub Scout that character is important to the individual, to the family, to the community, to our country, to the world, and ultimately to God.

Just as character development should extend into every aspect of a boy's life, so character development should extend into every aspect of Cub Scouting. Den leaders and pack leaders should strive to promote the 12 core values throughout service projects, ceremonies, games, skits, songs, crafts, and all the other activities enjoyed at den and pack meetings. Program support for ideas is available through *Cub Scout Program Helps* and at your monthly roundtable.

DEFINING THE 12 CORE VALUES

The 12 core values are interconnected and interdependent. No one value is more important than another, so they are discussed on the following pages alphabetically. Age-appropriate applications for each core value are included. The goal is not simply that Cub Scouts would *know* the values but that they would act in accordance with them in their lives.

Quote: "The measure of a man's character is what he would do if he knew he never would be found out."
—Thomas B. Macaulay

1. **Citizenship:** Contributing service and showing responsibility to local, state, and national communities.

   Quote: "Ask not what your country can do for you; ask what you can do for your country."
   —John F. Kennedy

   Some Practical Applications:

   - Know the names of the president and vice president of the United States.
   - Know the names of your state governor and heads of local government.
   - Respect the flag of the United States.
   - Know and understand the Pledge of Allegiance.
   - Know and understand our national anthem, "The Star-Spangled Banner."
   - Be a good neighbor.
   - Obey laws and rules.
   - Respect people in authority.
   - Protect the environment and our natural resources.
   - Be helpful. Do a Good Turn for your family, school, or community.

2. **Compassion:** Being kind and considerate, and showing concern for the well-being of others.

   Quote: "No act of kindness, no matter how small, is ever wasted."
   —Aesop

   Some Practical Applications:

   - Be friendly. Smile. Be interested in and sensitive to the feelings of others.
   - Show kindness. Be kind to those less fortunate than yourself.
   - Help those in need.
   - Consider the feelings and needs of others when playing, talking, or working together.
   - Help someone who is being treated unfairly.
   - Look for ways to include others in the group.
   - Be willing to forgive others.

3. **Cooperation:** Working together with others toward a common goal.

   Quote: "United we stand, divided we fall."
   —G. P. Morris

   Some Practical Applications:

   - Be helpful to others and work together.
   - Do your part in a project.
   - Listen to and consider the ideas of others.
   - Be unselfish.
   - Be cheerful.
   - Share things with others.
   - Be happy for the good fortune of others on the team.
   - Use everyone's special talents.
   - Be friendly.
   - Be willing to share the credit.

4. **Courage:** Doing what is right regardless of how hard it is or what the consequences are.

   Quote: "The ultimate measure of a man is not where he stands in moments of comfort, but where he stands at times of challenge and controversy."
   —Martin Luther King, Jr.

   Some Practical Applications:

   - Tell the truth despite the consequences.
   - Admit mistakes when you make them.
   - Apologize for mistakes and wrongdoing.
   - Accept the consequences of your actions.
   - Stand up for people who are less fortunate than you.
   - Stand up for the beliefs of your faith or religion.
   - Resist peer pressure to do the wrong thing.
   - Stand up for your beliefs about what is right and wrong.

5. **Faith:** Having inner strength or confidence based on our trust in a higher power.

   Quote: "All I have seen teaches me to trust the Creator for all I have not seen."
   —Ralph Waldo Emerson

   Some Practical Applications:

   - Define your duty to God as it is taught in your family.
   - Understand and practice your religious tradition.
   - Stay hopeful when things get tough.
   - Be cheerful about your duties.
   - Look for the good in all situations.

- Remain confident in difficult situations.
- Overcome disappointments.
- Figure out what you *can* do; don't worry about what you *can't* do.
- Show reverence for churches, holy places, and religious or spiritual objects that are meaningful to the faiths of others.

6. **Health and fitness:** Being personally committed to keeping our minds and bodies clean and fit.

> Quote: "Early to bed and early to rise, makes a man healthy, wealthy, and wise."
> *—Old proverb attributed to Benjamin Franklin*

Some Practical Applications:

- Eat and drink things that are good for you.
- Limit the amount of "junk food" in your diet.
- Maintain personal cleanliness.
- Make exercise a regular part of your life.
- Don't smoke cigarettes or drink alcohol.
- Never use illegal drugs.
- Go on a hike.
- Ride a bike, skateboard, or scooter (always with appropriate safety gear!).
- Play on a sports team, such as one for basketball, baseball, football, or soccer.
- Practice an individual sport, such as swimming, gymnastics, skating, or tennis.
- Learn about mental fitness. Discuss how personal habits and media influences can affect mental alertness.

7. **Honesty:** Telling the truth and being a person worthy of trust.

> Quote: "Honesty is the first chapter in the book of wisdom."
> *—Thomas Jefferson*

Some Practical Applications:

- Don't lie.
- Don't cheat.
- Don't steal the personal property or ideas of others.
- Keep your word.
- Be trustworthy.
- Do what you say you will do.
- Tell the whole truth regardless of the consequences.
- Be loyal to your family, friends, religion, and country.
- Don't gossip, spread rumors, or talk behind people's backs.
- Don't withhold information, thereby leading to the harm of someone else.
- Don't ask people to do things that are wrong.
- Return what you borrow.

8. **Perseverance:** Sticking with something and not giving up, even if it is difficult.

> Quote: "If at first you don't succeed, try, try again."
> *—Thomas H. Palmer*

Some Practical Applications:

- Finish what you start.
- Never give up.
- Continue to work hard even if you're not successful at first.
- Work to get better at things you aren't very good at.
- Set personal goals for improvement.
- Always do your best.

9. **Positive attitude:** Being cheerful and setting our minds to look for and find the best in all situations.

> Quote: "If you have a lemon, make lemonade."
> *—Howard Gossage*

Some Practical Applications:

- Be positive in your thoughts and words.
  Be cheerful. Look for the bright side of all situations.
- Keep a good sense of humor.
- Be optimistic.
- Think good thoughts.
- Believe in yourself.
- Trust your friends, family, and teammates.

10. **Resourcefulness:** Using human and other resources to their fullest.

> Quote: "There are those who look at things the way they are, and ask why? I dream of things that never were, and ask why not?"
> *—Robert F. Kennedy*

Some Practical Applications:

- Think about *how you can*, rather than *why you can't.*
- Focus on what you do have, not on what you don't have.
- Identify personal strengths.
- Use the talents of those in your group.
- Conserve the earth's natural resources.
- Recycle household waste.
- Compost kitchen waste for use in gardens.

- Fix up an old bicycle rather than buy a new one.
- Clean up an old playground.

11. Respect: Showing regard for the worth of someone or something.

> Quote: "Do unto others as you would have them do unto you."
>
> —*The Golden Rule*

Some Practical Applications:

- Treat other people as you would like to be treated.
- Be kind and courteous to people who are different from you.
- Be courteous; use good manners and good language.
- Take care of school and public property.
- Honor the country's flag, laws, and public officials.
- Appreciate the religions of other people.
- Obey the rules and instructions of adults.
- Use dangerous objects (e.g., knives, fire) with adult supervision.
- Respect others even if you do not agree with all of their ideas.
- Treat the environment (trees, rivers, land, air) with care.
- Have confidence in your abilities.
- Keep yourself neat and clean.
- Stay in shape.

12. Responsibility: Fulfilling our duty to God, country, other people, and ourselves.

> Quote: "The price of greatness is responsibility."
>
> —*Sir Winston Churchill*

Some Practical Applications:

- Be dependable; do what you say you will do.
- Finish your homework.
- Take care of chores at home.
- Be helpful.
- Accept the consequences for your actions.
- Take care of your personal possessions.

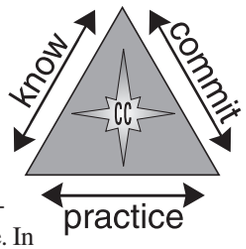
The 12 Core Values and the Scout Law

Boy Scouts learn the Scout Law: *A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.*

Nearly all the 12 core values of Cub Scouting relate to the 12 points of the Scout Law.

CORE VALUE	SCOUT LAW
Citizenship	Helpful
Compassion	Friendly, kind
Cooperation	Helpful, cheerful, friendly
Courage	Brave
Faith	Reverent
Health and fitness	Clean
Honesty	Trustworthy, loyal
Perseverance	Thrifty
Positive attitude	Cheerful
Resourcefulness	Thrifty
Respect	Courteous, obedient
Responsibility	Helpful, trustworthy

CHARACTER CONNECTIONS®



Character can be most fully developed when the complete person is considered. As mentioned above, this involves three critical areas: (1) knowledge, (2) commitment, and (3) practice. In Cub Scouting, using these three critical areas and relating them to values will be referred to as *Character Connections.*

Know: Character development includes developing moral knowledge and moral reasoning. Children must understand what honesty means, and they must understand and interpret what a situation calls for and decide how to apply the principles of honesty.

Commit: Character development also includes attention to moral motivation. Children must be committed to doing what they feel is right. They must be able to take the perspective of others, consider how others feel, and develop an active moral conscience.

Practice: Character development also includes attention to the development of moral habits through guided practice. Children need opportunities to practice what is good, to do what is right but difficult, and to experience the core values as they live in the world.

In an effort to make character development an integral part of Cub Scouting, the 12 core values are integrated throughout the boys' handbooks and advancement programs. Character Connections are found at various places in the handbooks and encourage boys to reflect on the three dimensions of character—knowledge, commitment, and practice.

Character Connections ask the Cub Scout to consider the following:

Know. What do I think or know about the core value? How does the context of this situation affect this core value? What are some historical, literary, or religious examples representing the core value?

Commit. Why is this core value important? What makes living out this core value difficult? What will it take to live out this core value?

Practice. How can I act according to this core value? How do I live out this core value? How can I practice this value at school, at home, and with my friends?

Character Connections will encourage Cub Scouts to consider how the core values and activities relate to the six general areas of concern for the boy, namely, God, world, country, community, family, and self. This part of character development extends the moral lessons to broad and diverse contexts, thus maximizing growth potential.

Character Connections try to help in the development of the complete moral person across a broad range. They should be viewed as part and parcel of Cub Scouting as a whole, and not as an "add-on." Character development is taking place whether we intend for it to happen or not; therefore, we want to use all opportunities—in our den and pack activities, ceremonies, and program—to guide that development in a thoughtful and constructive way.

THREE COMMON MYTHS ABOUT CHARACTER DEVELOPMENT

Myth 1: Good character develops naturally.

Frequently, we are led to believe that just as naturally as we grow taller, we also grow morally—we naturally will evolve into a moral person possessing good character. But character development is a difficult and ongoing process that is never complete. We are all working on developing our character, overcoming bad habits, establishing and reestablishing good habits. Character development is something that requires constant attention and diligent effort by everyone.

Myth 2: At some point, if your character isn't already developed, it's too late.

We've all heard it, or at least thought it: "It's too late for that person." When is it too late? When you're 5, 8, 15, 25, 50 years old? Developmental research shows that when it comes to character development, it's never too late—thankfully, for all of us. Old habits die hard, but we *can* overcome them.

Character development can be put on hold for a while and then restarted. Frequently, our behavior lags behind our knowledge. We know what we should do, but we just can't make ourselves act according to that knowledge. Nonetheless, when it comes to character development, *it's never too late.*

Myth 3: Our character is the same regardless of the context.

In reality, we all possess multiple "moral personalities," depending on the context of a situation and the people we are with. If we're with people from church, then we say and do certain things; with friends, something else; and in front of our children, something else again.

It's important to remember that the moral person is always acting in a moral context and that these contexts mediate our thinking and behavior. The more developed our character, the more consistent our thinking and behaviors become.

CHARACTER DEVELOPMENT GOALS

The goal of character development is to teach children to

- be capable of considering the moral elements of all situations,
- apply the correct moral principles,
- be capable of acting according to the courage of their convictions.

Ultimately, we are all engaged in character development. The first question is about whether we choose to do it. The second question is how thoughtful and persistent we are about it.

In Cub Scouting, boys experience values-based activities with caring leadership and family support. By reinforcing the elements in the Cub Scout Promise and the Law of the Pack, and by using Character Connections with the advancement program and activities, you can help teach values and develop character in boys through Cub Scouting.

MAKE A CHARACTER CONNECTION WITH ANY ACTIVITY

Leaders can emphasize more values and make more character connections as boys participate in the many activities they enjoy in Scouting. You can connect values while going on a hike, cooking an outdoor meal, or working on a project very easily, using this three-step method:

1. Plan it.
2. Do it.
3. Review it.

1. **Plan it.** Before the activity, gather the group and have a short discussion. Planning the Character Connection only takes a couple of minutes. Highlight one or two values that you would like the youth to learn by doing this activity.
   - Will they need to show respect?
   - Will they need to be honest?
   - Will they need to cooperate?
   - Will they need a positive attitude?

   Identify the ways that youth might encounter these values in the activity.
   - Will there be challenges or difficulties in the experience?
   - Will there be a need to cooperate?
   - Will there be temptations?
   - Will they need to follow rules?

   Explain leader expectations about learning the values in the activity.
   - Why will these values be important on this activity?
   - How can they use these values in this experience?
   - What rules and consequences apply to these values in the experience?

2. **Do it**. As you conduct the activity, highlight both positive and negative experiences that are teachable moments during the activity. Some teachable moments must be done as they happen because the impact is lost if discussed at a later time. Others can be emphasized effectively during the review at the end of the activity. For these, make mental or written notes from the experience that could be discussed after the activity.

3. **Review it.** After the activity, gather group together and have a discussion involving all members. Celebrate positive examples of where the values were demonstrated in the activity and highlight areas for improvement.
   - What part of the value does the group need to practice?
   - What did the group learn about using the value?
   - Discuss the experience and determine ways the value could be used at home, at school, etc.

*From *Sports Plus:* Developing Youth Sports Programs that Teach Positive Values, by Jeffrey Pratt Breedy. Project Adventure, 1977. Used by permission.

FAMILY INVOLVEMENT

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THE FAMILY'S RESPONSIBILITIES, 5-1

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CUB SCOUTING IS A FAMILY PROGRAM

Families are the basis of our society. In the family, children learn about love, values, and social interactions while they prepare for today's world. The family is vital to the future of our communities and our nation. The Boy Scouts of America has a great interest in the strength of the family.

Cub Scouting is a family program. Family involvement is vital to Cub Scouting's success. When we talk about "family" in Cub Scouting, we might be referring to several different types of groups of people. Many Cub Scouts do not come from traditional two-parent homes. Some boys live with a single parent or other relatives or guardians. *Cub Scouting considers a boy's family to be the people with whom he lives.*

The family is probably the most effective mutual-help organization to be found. Family life has its good times and bad times, but, above all, it is people giving strength to one another when needed, people caring and letting it show, people leaning on one another, and people feeling loyal to one another. It's worth the effort to keep a family strong.

Scouting aims to develop its youth into participating citizens of good character who are physically, spiritually, and mentally fit. The organization recognizes that it is the responsibility of parents and family to teach their children. Scouting is an available resource that can help families accomplish worthy goals while building and strengthening relationships among family members.

THE FAMILY'S RESPONSIBILITIES

Cub Scouting gives families an opportunity to spend quality time together. It is your role as a leader to provide interest, skill, and time in developing a good program. The family provides help and support for the den and pack.

Here are some examples of family involvement:

- Working with their Cub Scout on advancement projects and activities
- Attending pack meetings with their Cub Scout
- Presenting advancement awards to their Cub Scout at pack meetings
- Becoming a leader
- Providing ways for their Cub Scout to earn money he needs for den dues
- Helping at an occasional den meeting on a specific project or activity badge
- Providing refreshments
- Providing transportation
- Assisting with den outings
- Telephoning
- Helping teach a Webelos activity badge
- Attending a council-organized family campout with their Cub Scout
- Attending a pack overnighter

FAMILY AND ADVANCEMENT

The advancement program is part of the fun of Cub Scouting. It is an excellent opportunity for families to get to know

their sons better, and both family members and boys will get much satisfaction from it.

Parents and guardians should read the "Parent Guide" in their boy's handbook so that they will understand the advancement program. Den leaders should discuss achievements and electives or activity badge areas with families so that they fully understand the importance of following the requirements. Emphasize that the boy won't be able to accomplish some of the achievements without his family's help.

Advancement Helps for the Family

1. Review and explain the boy's handbook with his parent or guardian. Tell families where they can buy the handbook.
2. Ask each adult participant to read the "Parent Guide."
3. Explain that the boys should always bring their handbooks to den meetings so that their advancement progress can be recorded.
4. Discuss the advancement plan, including badges, ranks, and the Arrow of Light Award. Review how the requirements help the boy advance.
5. Explain the family's role in working with the boy and approving projects. Note that the Webelos den leader or activity badge counselor approves requirements for Webelos Scouts rather than a family member.
6. Emphasize that "Do Your Best" is the boys' criterion for completing requirements, electives, or badges.
7. Explain what modifications might be necessary to help boys with special needs.
8. Explain how recognition methods will be used to reinforce the boy's advancement.
9. Explain how awards are presented at pack meetings and how families may participate.

Den leaders should discuss advancement with parents at a den adults' meeting. (See Chapters 19–21, "The Tiger Cub Program," "The Wolf and Bear Programs," and "The Webelos Scout Program.") They can also help families keep a happy balance between expecting too much and expecting too little as their sons work on advancement projects and activities. If a family is too critical, a boy is likely to lose confidence in himself and lose interest in Cub Scouting. On the other hand, some families are inclined to be too easy on boys. Boys are great testers, and if families let them get by with less than their best, they might be influencing character development in the wrong direction.

It is important not to measure a boy's efforts by an adult's yardstick, but to encourage him to do his best at all times.

PACK RESPONSIBILITIES

Cub Scout pack leaders must be sensitive to family situations. Although the costs involved in Cub Scouting are not excessive, some families have limited budgets. Take care not to embarrass any Cub Scout because of a lack of funds required for uniforming or den or pack activities.

Be sensitive about using specific words or phrases when referring to family situations. Many boys do not live in a traditional two-parent family. Begin notes with "Dear family," and tell each boy to be sure to "bring your family." Children can be hurt by references to parents that may not be a part of their lives.

Cub Scout leaders need to be creative and understanding in helping all types of families participate as fully as possible in the program. Leaders must recognize that not all families can participate equally or in the same way. Be considerate of economic, health, and other factors that can affect a family's participation.

The pack has the following responsibilities to the parents or guardians:

1. To provide a well-planned, year-round program of activities in the den and pack that meets the aims of Scouting and, more specifically, the purposes of Cub Scouting and the needs of boys
2. To provide trained, qualified, and enthusiastic leaders for all den and pack meetings and activities
3. To provide training for parents/guardians and to keep them informed
4. To provide activities that help strengthen family members and give them opportunities to work and play together
5. To help families participate in Cub Scouting according to each family's unique ability to do so

DEVELOPING FAMILY COOPERATION

The expectations of families are usually much closer to the aims of Scouting than the expectations of the boys. Families sometimes have special reasons for encouraging their son to join a Cub Scout pack.

Leaders from the pack should visit the home, get to know the family, and discuss the program and the purposes of Cub Scouting with them. Tell the family of your interest in their son and explain what is expected of them. Through home visits and special den and pack adults' meetings, you can show families what you are doing and ways you need their help. Show them that they are a much needed and essential part of

Cub Scouting. Try to involve them in small ways, and then during busy times, they will be ready and willing to help with meetings and activities.

Family Orientation

Orienting families to Cub Scouting will encourage their participation. A good, well-planned orientation can make the difference in how receptive the family will be with future involvement in the pack.

Family orientation is a process that should begin before the family joins the pack. The information may be given to the family in an informal setting, during the first visit in the home, or at Rally Night for Cub Scouting.

Information to Review at a Family Orientation

- Procedures for joining a pack, helping with den activities, paying dues, and helping with the boy's advancement
- The "Parent Agreement" on the application.
- The "Parent Guide" in the boy's handbook, which explains-how parents or guardians work with their sons on-advancement
- "The Family's Responsibilities" in this chapter, to let them know what is expected of all families
- *Cub Scouting's BSA Family Activity Book* (No. 33012), which explains how Cub Scouting can help meet family needs (See Chapter 30, "Cub Scouting's BSA Family Program," for more details.)
- The Family Talent Survey Sheet (page 34-11).

Involving Parents/Guardians in the Pack

Orientation alone is not enough to keep parents involved. Communication is the key (see "Good Communication," on page 5-4). The more that families know about Cub Scouting, the more interested and cooperative they will be.

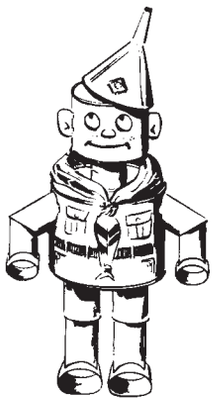
- Keep parents and guardians fully informed as soon as they join the pack.
- Keep the lines of communication open. Informed families are usually interested families.
- Urge and expect a parent or guardian to be present at and participate in ceremonies when the Cub Scout is inducted, recognized for advancement, or graduated from the pack.
- Use the Family Talent Survey Sheet (page 34-11) to identify talents, abilities, and resources that can be used in den and pack meeting activities.
- Give adults specific jobs in the den and pack. A request to do a specific job will get better results than a vague "I'll be needing your help sometime."
- Include adult recognition in pack ceremonies.
- Recognize dens that have good adult attendance at pack meetings.

Increasing Family Attendance at Pack Meetings

Once families get into the habit of attending pack meetings, they usually continue if the pack program is worthwhile. When families enjoy their first pack meeting, they usually want to attend the next pack activity.

A good rule: Plan all meetings with families in mind.

Each pack has its own way of building family attendance. If attendance of families at the pack meeting is not what it should be, perhaps the pack committee can come up with a plan for increasing attendance. Some packs have a **simple trophy** or a homemade "Cubby" that is presented to the den with the best adult attendance at each pack meeting. The winning den keeps the trophy in its meeting place until the next pack meeting, when it is passed to the den with the most attendance.



"Cubby," a homemade attendance trophy, can be made from tin cans or any scrap material. Challenge a creative parent to design and make your own attendance trophy. (See the *Cub Scout Leader How-To Book* for Cubby ideas.)

Some packs present a **family attendance ribbon** to the den with the best attendance. An attendance ribbon could be given to every den that reaches a certain percentage in attendance. The den keeps this ribbon and attaches it to the den flag.

Telephoning is another method for increasing and maintaining attendance. An adult in each den can call other den families to remind them of the pack meeting and relay special details about the plans of the meeting. An **e-mail list** for the pack could also be used to send out messages.

Each family could get a **personal invitation and a reminder** of the meeting. Some packs have a regular **newsletter** that is sent to families to keep them informed and to remind them of meetings. This newsletter could also be sent via e-mail. Remember, however, that not all families have access to the Internet or e-mail.

But an increasing number of families do have access to the Internet, so many packs are establishing a **Web site.** Through this site, pack families can have instant access to information on upcoming activities and events.

PARENT-LEADER CONFERENCES

Throughout the year, a parent-leader conference is an opportunity for a family adult member or members to discuss with you, the leader, the boy's participation and expectations of a den. The conference can help a boy gain the most from his Cub Scouting experience by giving parents and you the knowledge and awareness you need to work as a team to help the boy succeed.

Here are some suggested topics for discussion:

1. **General Characteristics:** Start with a general picture of the boy. Is he shy or outgoing? What is his usual temperament—easygoing or easily frustrated? What does he like to do? What are his strengths and abilities?

2. **Special Needs:** You need a clear picture of any special needs, limitations, or diet or health restrictions of a boy in order to determine how to best help him experience the fullest program possible.

3. **Unit Operation:** Explain the Scouting program and emphasize why advancement is important to the boy's development. Discuss your expectations of the family's involvement.

4. **Discipline:** Parents should inform you of the usual discipline used to maintain appropriate behavior. Discuss expected behavior at meetings.

5. **Medication:** It is the responsibility of the boy and/or his parent or guardian to make sure that prescription medication is taken as needed. A Scout leader, after obtaining all the necessary information, can agree to accept responsibility for making sure a Scout takes the necessary medication at the appropriate time, but BSA policy does not mandate nor necessarily encourage the Scout leader to do so. Also, if your state laws are more limiting as regards this issue, you must follow them.

6. **Emergency Procedures:** You should have emergency phone numbers, appropriate written medical permission, and any other information specific to the boy's needs.

More suggestions on parent-leader conferences are given in Chapter 17, "Cub Scouts With Disabilities."

Good Communication

Good communication between leaders and families is essential to obtaining family cooperation. Here are some helpful tips:

- Talk with each boy's family about what is going on, what is needed, and how the family can help.
- Be sure families know the regular den and pack meeting dates and times. Provide reminders as needed.
- Let families know that the best way to find out what is going on with their boy is to stay actively involved in his life.
- Don't rely entirely on boys to take information home. The message might never get through to parents or guardians. Use newsletters, telephoning, e-mail, personal visits, or other means to stay in touch with and inform families of any special activities, projects, or needs.
- Get to know the family. Find out how the den and pack can help meet their needs.
- Hold den and pack adults' meetings as needed to communicate information.
- Keep families up-to-date on how their sons are progressing. Let them know how they can help them.
- Keep families up-to-date on how the den and pack are operating. Share with them the successes and the needs.
- Encourage families to read *Boys' Life* magazine to find out what's going on in Scouting and Cub Scouting.
- Keep families informed about activities that the entire family can enjoy, such as family camping.

Cub Scouting is for families. The involvement of parents and guardians, as well as other family members, can enhance a boy's experience and success. As family members participate together, the entire family can be strengthened.

NATIONAL PARENT INITIATIVE

In 2006, the Boy Scouts of America announced, as part of the new National Strategic Plan, a National Parent Initiative to engage parents in all units—Cub Scout packs, Boy Scout troops, Varsity Scout teams, and Venturing crews. The mission is to develop and implement methods that increase the passion and participation of volunteers, especially parents of Scouts. Promoting parental understanding and appreciation of Scouting will be the foundation from which all methods will develop.

The vision of the program is "A passionate parent initiative that continually increases youth and parent recruitment, retention, advancement, participation, determination, and a passion for Scouting."

By adopting this vision at all program levels, units will be able to access new avenues of support that will serve to increase program quality. The vision captures our passionate attitude about Scouting, and it can inspire many parents to become involved and more committed to the success of their child's Scouting experience.

All unit leaders are encouraged to adopt the program as an integral part of their unit's program. It is a part of one of the requirements for earning the Centennial Quality Unit Award beginning in 2007.

The objectives established for the program initiative include:

- Increase parent recruiting
- Increase parent retention
- Increase parent participation
- Increase youth advancement
- Increase youth determination
- Increase the passion for participation in Scouting by youth and parents

As part of the basic program, encourage each youth pack member's family to:

1. Complete a Family Talent Survey and turn in to you;
2. Influence their child to become a Boy Scout;
3. Participate in Scouting directly with their child;
4. Go to and observe pack meetings;
5. Be part of the den and pack program—both meetings and at outings;
6. Support the unit financially;
7. Coach their child's advancement and the earning of recognition awards; and
8. Serve in one support role during the Cub Scouting year.

Your pack should select someone to serve on the pack committee, accepting the responsibility for delivery and coordination of this program. This person would be responsible for keeping the parents informed of the unit's programs and needs. Responsibilities of this position include:

1. Providing new members' parents with:
   - A welcome package that outlines how the unit works.
   - An orientation providing answers for questions and sharing information on the benefits of the Cub Scouting program to their family.
   - Updates on the pack's program and their child's involvement.
2. Securing a commitment from the parents of each youth member to help with at least one assignment or project annually.

Additional details will be communicated as the program develops. Below are examples of ways parents could help your pack, either in standard pack leadership roles or in support roles. Don't forget: all volunteers must complete an Adult Application!

Ways Parents Can Help Cub Scout Packs

Academics and sports coordinator	Coordinate the academics activities amd sports skills programs for youth in the den or pack.
Activities leader	Assist in leading activities such as craft projects and games.
Activity badge counselor	Serve as an information resource for boys on one of the Webelos activity badges.
Activity record-keeper	Keep track of boys' participation in unit events.
Advancement committee member	Help keep award and recognition records for the den or pack.
Assistant den leader	Provide support to a den leader for one of the dens.
Awards coordinator	Complete paperwork and pick up award items from the Scout shop or local council service center.
Back-up assistant	Help the den leader as a second helper (to maintain two-deep leadership).
Birthday coordinator	Keep track of birthdays and share the information with leaders to ensure recognition.
Calendar coordinator	Help create and maintain the unit calendar.
Camping assistant	Attend campouts and help where needed.
Campout coordinator	Coordinate the planning for outdoor programs, especially campouts.
Carpool coordinator	Coordinate transportation for field trips, campouts, or other events.
Ceremonies helper	Provide support for ceremonies and presentation of awards for youth and adults at unit meetings.

Chartered organization representative	Serve as the liaison with the chartered organization. (Appointed by the organization.)
Sitter	If leaders have younger children, watch them during meetings.
Unit commissioner	Serve as pack liaison with the district or council.
Construction coordinator	Build derby tracks, props, etc.
Cubmaster or assistant Cubmaster	Serve as the unit leader or assistant, overseeing the pack's program.
Day camp assistant	Attend day camp with son and assist leaders as needed.
Day Camp staff/helper	Serve on day camp staff as a den helper or an activity area helper.
Decorations committee member	Make or obtain decorations for key meetings and events.
Delivery coordinator	Deliver supplies, flyers, activity kits, etc., handed out at meetings to boys who couldn't attend.
Den project helper	Assist with preparation for den meeting projects (cut out patterns, make stencils, etc.)
Den leader or assistant den leader	Serve as the key leader or assistant for a den.
Den record keeper	Help keep the records of advancement for all boys in the den.
Derby committee member	Serve on the Pinewood Derby, Space Derby, or Regatta Regatta planning and execution committee (Pinewood, Space, Regatta Derbies).
District committee member	Provide support on the district level for program, membership, finance, or unit service.
Driver's information coordinator	Keep all information on drivers current for tour permits.
Equipment coordinator	Maintain unit equipment: ceremonial props, game equipment, etc.
Facilities coordinator	Locate meeting places and coordinate arrangements for special events.
Family camping committee member	Assist with arrangements for the pack's family campout.
Field trip coordinator	Make sure permission slips and emergency contact forms are collected from all members.
Field trip planner	Maintain a list of and information about potential field trips and help secure permission from organizations.
Field trip assistant	Drive, chaperone, or arrange for den field trips.
Firewood supplier	Provide firewood as needed for campfires and outdoor ceremonies.
First aid coordinator	Be aware of and prepared to deal with health and safety issues at unit meetings and activities.
Flag ceremony coordinator	Work with boys performing the flag ceremony at den and unit meetings.
Friends of Scouting coordinator	Support to the pack's Friends of Scouting fundraising efforts.
Fundraising coordinator	Coordinate product sales for the pack.
Fundraising supporter	Help with a specific part of the pack or den money-earning project.
Game leader	Plan and provide materials for games at pack meetings.
Grocery shopper	Purchase food and other supplies for outings and meetings.
Guest speaker coordinator	Secure guest speakers and presenters related to the theme of the month or event.
Historian	Keep track of den and pack events: past, current, and future.
Hobby expert	Give a presentation to the den or pack on a hobby of interest to the boys.
Holiday party committee member	Assist with preparations for the holiday party for the den or pack.
Judge at events	Serve as a judge for pack competitive events such as derbies.

Pack librarian	Maintain updated literature and resources for the pack.
Lifeguard/lookout for Aquatics	Serve as a certified lifeguard for aquatics activities.
Mailing coordinator	Mailing the newsletter, flyers, and other communications to pack families.
Newsletter editor	Collect information and images, then write the unit newsletter (printed and/or electronic).
Pack committee member	Serve as a committee member in support of the pack and attend monthly committee meetings to help with planning.
Pack Committee chairperson	Chair for the pack committee to coordinate pack business.
Parent communication coordinator	Assist with keeping all parents in the den or pack informed of upcoming activities.
Pack meeting arrangements coordinator	Arrive early for setup and stay for cleanup.
Pack meeting program helper	Help with the program at monthly pack meetings: setup, registration, etc.
Pack record keeper	Help keep the advancement records for all boys in the pack.
Pack trainer	Coordinator training of adults in the pack.
Parent initiative coordinator	Serve as the Parent Initiative coordinator, working with all parents on their involvement.
Family Talent Survey recorder	Conduct a Family Talent Survey annually and maintain a database of parental interests and skills.
Parents' helper	Help parents who need assistance with their children in Scouting.
Photographer	Take photos or videos of events and support showing them at meetings.
Popcorn chairperson (kernel)	Coordinator the annual popcorn sale in the den or pack.
Poster artist	Make posters as needed to promote the pack's events and activities.
Printer	Lay out and print the newsletter, flyers, and other promotional items for special events.
Prop builder	Make props for activities: ceremonies, costumes, presentations, decorations, etc.
Public relations coordinator	Write and submit articles to local media outlets.
Recruiter	Help at a recruiting event—setup, registration, share information about the program with new parents.
Recruiting promoter	Make and distribute promotional items in the community.
Recycling coordinator	Assist the den or pack with recycling.
Refreshments coordinator	Coordinate refreshments duties of the parents in the den or pack.
Refreshments provider	Bring refreshments to a den, pack, or adult leader meeting.
Attendance coordinator	Record the attendance of those at meetings or activities.
Registration coordinator	Collect all membership applications, keep records on them, and forward as required.
Religious emblems counselor	Instruct or guide youth in earning the religious award for their age and faith.
Resident camp supporter	Go with son to camp and assist leaders as needed.
Scouting show exhibit committee member	Assist with preparing an exhibit for a Scouting show or other community event.
Scouting show ticket committee member	Assist with ticket sales for a Scouting show.
Scout Sabbath/Scout Sunday coordinator	Arrange for pack participation at religious institutions in February.
Tailor	Help sew or iron patches on uniforms for those needing help.

Secretary	Take notes at meetings, help send out thank-you notes for field trips and activities, etc.
Service projects supporter	Coordinate and help organize service projects; for example, clothing or food drives.
Skills expert	Give a presentation to the den or pack on a skill of interest to the boys for their advancement.
Skit leader	Lead skits at a den or pack meeting.
Song leader	Lead songs at a den or pack meeting.
Special awards coordinator	Keep track of special awards earned: Leave No Trace, World Conservation Award, etc.
Special events helper	Help coordinate blue and gold banquet, holiday parties, pack outings, etc.
Leader recognition coordinator	Make arrangements for public recognition of unit leaders.
Adult training specialist	Provide training in skills of interest to the adults in unit (for example, swimming, first aid, etc.).
Sports coordinator	Coordinate sports activities for the den or pack: secure equipment, referee, coach, etc.
Sports recorder	Keep track of boys' participation in various Cub Scout Sports for earning of belt loops and pins.
Summertime pack coordinator	Coordinate plans and program and monitor participation in one of the monthly summertime activities.
Supply coordinator	Coordinate the purchase or collection of craft supplies and provide them for meetings.
Telephone tree coordinator	Coordinate and maintain a telephone tree for the den or pack.
Theme developer	Develop ideas for activities, crafts, and programs for monthly themes.
Equipment Transportation provider	Provide a trailer or other transportation for equipment needed for an event.
Driver	Transport youth to and from activities.
Treasurer	Help with budgeting, collection, and payment of funds for the pack.
Trip planner	Research places to go for field trips, campouts, etc. Provide details for planning.
Uniform exchange coordinator	Coordinate donation and help distribute experienced uniforms for the pack.
Uniform inspection coordinator	Help the pack commissioner conduct a uniform inspection during the year.
Webelos den leader or Assistant Webelos den leader	Serve as the den leader or assistant den leader for one of the Webelos dens.
Webelos-to-Scout coordinator	Arrange a seamless transition of Webelos Scouts into Boy Scouting.
Webmaster	Maintain a pack Web site, send e-mail reminders of upcoming events; frequently check BSA national and council Web sites for information important to the pack.
Woodworking helper	Help teach and support any wood working projects in the den or pack.
Youth Protection Training coordinator	Coordinate the training of youth and adults in Youth Protection training.

HISTORY OF CUB SCOUTING

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EARLY AMERICAN ORIGINS, 6-1

THE BEGINNING OF CUB SCOUTING, 6-2

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***JUNGLE BOOK* AND CUB SCOUTING: EACH BOY IS LIKE MOWGLI, 6-3**

THE BEGINNING OF SCOUTING

Scouting's history goes back to the turn of the century to a British Army officer, Robert Stephenson Smyth Baden-Powell. While stationed in India, he discovered that his newer men were different now due to decades of urbanization and were not the adaptable recruits he had experienced throughout his career. Baden-Powell realized he needed to teach his men basic life skills, so he wrote a small handbook called *Aids to Scouting,* which emphasized resourcefulness, adaptability, and the qualities of leadership that frontier conditions demanded.

After returning from the Boer War, where he became famous by protecting the small town of Mafeking for 217 days, Baden-Powell was amazed to find that his little handbook had caught the interest of English boys. They were using it to play the game of scouting.

Baden-Powell had the vision to see some new possibilities, and he decided to test his ideas on boys. In August 1907, he gathered about 20 boys and took them to Brownsea Island in a sheltered bay off England's southern coast. They set up a makeshift camp that would be their home for the next 12 days.

The boys had a great time! They divided into patrols and played games, went on hikes, and learned stalking and pioneering. They learned to cook outdoors without utensils. Scouting began on that island and would sweep the globe in a few years.

The next year, Baden-Powell published his book *Scouting for Boys,* and Scouting continued to grow. That same year, more than 10,000 Boy Scouts attended a rally held at the Crystal Palace; a mere two years later, membership in Boy Scouts had tripled.

AMERICAN ORIGINS

About this same time, the seeds of Scouting were growing in the United States. On a farm in Connecticut, a naturalist and author named Ernest Thompson Seton was organizing a group of boys called the Woodcraft Indians; and Daniel Carter Beard, an artist and writer, organized the Sons of Daniel Boone. In many ways, the two organizations were similar, but they were not connected. The boys who belonged had never heard of Baden-Powell or of Boy Scouts, and yet both groups were destined to become Boy Scouts one day soon.

But first, an American businessman had to get lost in the fog in England. Chicago businessman and publisher William D. Boyce was groping his way through the fog when a boy appeared and offered to take him to his destination. When they arrived, Boyce tried to tip the boy, but the boy refused and courteously explained that he was a Scout and could not accept payment for a Good Turn.

Intrigued, the publisher questioned the boy and learned more about Scouting. He visited with Baden-Powell as well and became captured by the idea of Scouting. When Boyce boarded the transatlantic steamer for home, he had a suitcase filled with information and ideas. And so, on February 8, 1910, Boyce incorporated the Boy Scouts of America.

The "unknown Scout" who helped him in the fog was never heard from again, but he will never be forgotten. His Good Turn is what brought Scouting to our country.

After the incorporation of the BSA, a group of public-spirited citizens worked to set up the organization. Seton became the first Chief Scout of the BSA, and Beard was made the national commissioner.

The first executive officer was James E. West, a young man from Washington who had risen above a tragic boyhood and physical disability to become a successful lawyer. He dedicated himself to helping all children to have a better life and led the BSA for 32 years as the Chief Scout Executive.

Scouting has grown in the United States from 2,000 Boy Scouts and leaders in 1910 to millions strong today. From a program for Boy Scouts only, it has spread into a program including Tiger Cubs, Cub Scouts, Webelos Scouts, Boy Scouts, Varsity Scouts, and Venturers.

THE BEGINNING OF CUB SCOUTING

Back in England, younger boys were eager to become Boy Scouts. In 1914, Baden-Powell began implementing a program for younger boys that was based on Rudyard Kipling's *Jungle Book.* The Wolf Cub program began officially in 1916, and since that time, Wolf Cubbing has spread to other European countries with very little change.

In America, hundreds of Cub Scout–age boys and their families were clamoring for a program of their own. As early as 1920, Scout executives at the first national training conference discussed the needs of younger boys. The BSA, however, felt it wise to postpone any action until there was more objective evidence.

In 1925, Dr. Harold W. Hurt, a research psychologist and veteran Scouter, was authorized to study existing organizations for younger boys, such as Boy Rangers, Boy Pioneers, American Eagles, and Boys' Clubs. He found that only one boy in 50 participated regularly in any type of organized leisure-time program. He also found that younger boys responded better to leadership and program efforts than older boys. He worked closely with Ernest Thompson Seton. Both men recommended that the BSA adopt a program for younger boys, with older Boy Scouts as leaders, to tie into home, church, school, and Boy Scouting.

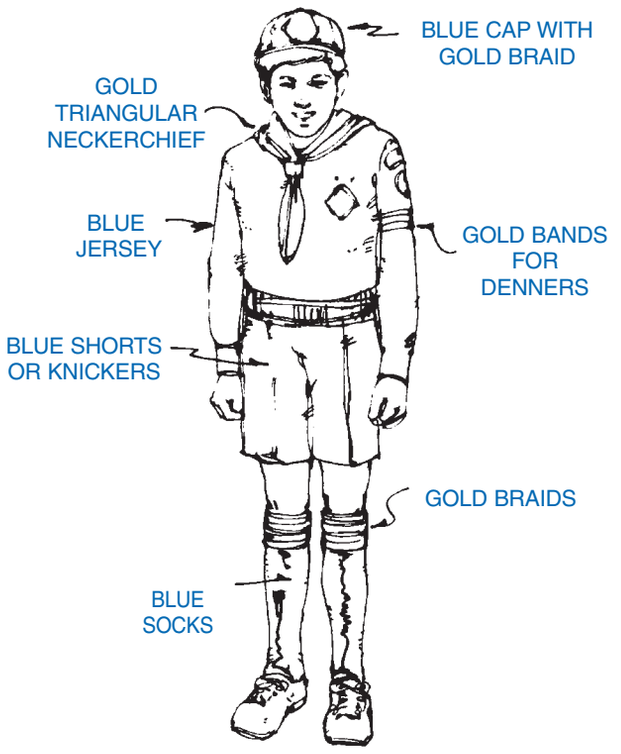
The National Executive Board authorized the Chief Scout Executive to thoroughly investigate the matter. An advisory committee worked with the BSA to develop a plan and produce the necessary literature. Advice was obtained from leading psychologists, sociologists, teachers, school superintendents, professors of education, college executives, and recreation and welfare directors.

By 1929, the new Cubbing program (it wasn't called Cub Scouting until several years later) was taking shape and was introduced as a demonstration project in a limited number of communities. Its structure was similar to today's Cub Scouting, except that dens were led by Boy Scout den chiefs. The plan included a neighborhood mothers' committee to encourage Cubs and den chiefs.

In 1930, Cub Scouting was formally launched, with 5,102 boys registered at the end of that first year. By 1933 the time had come to promote Cub Scouting throughout the country as a part of Scouting. All experimental restrictions were removed, and the first national director of Cub Scouting was appointed.

Den mother registration was optional for the first few years. By June 1938, 1,100 den mothers had registered and soon became an important part of Cub Scouting.

The first dens met weekly at a member's home, where boys played games and enjoyed crafts and ceremonies. The pack met weekly or semimonthly for games, den competitions, awards, stunts, and other activities. Cubs advanced from Bobcat (for all new members) to Wolf (age 9), Bear (age 10), and Lion (age 11) and joined a Boy Scout troop at age 12.



The first Cub Scout Uniform. From the very beginning, the blue and gold colors were important.

In 1949, the age requirement was lowered to between 8 and 10 for Cub Scouts. In 1982, Tiger Cubs was started based on shared leadership of boy–adult partner teams and the school year calendar. In 1986, Cub Scouts could register as second-grade boys.

Cub Scouting in America is different from the younger-boy programs of other countries because it is centered in the home and neighborhood. With the encouragement of family and leaders, boys enjoy a program that covers a wide variety of interesting things. It suggests activities that boys enjoy doing on their own when adults are not supervising them. These activities are particularly suited to boys of Cub Scout age and are different from those they will encounter in Boy Scouting.

A strong influence from Kipling's *Jungle Book* remains today. The terms "Law of the Pack," "Akela," "Wolf Cub," "grand howl," "den," and "pack" all come from the *Jungle Book.*

BADEN-POWELL'S LEGACY

Although Scouting has changed over the years, the ideals and aims have remained the same: character growth, citizenship training, and personal fitness. Scouting is updated periodically to keep pace with a changing world. It isn't the same as it was on Brownsea Island in 1907, but the ideals are still based on principles that Baden-Powell had been taught as a boy.

Scouting's founder was never able to completely overcome his surprise at Scouting's worldwide appeal. As it swept the globe, Scouting brought him new adventures and responsibilities as Chief Scout of the World. He traveled extensively and kept in touch with Scouting around the world.

Eventually, Baden-Powell's health began to fail. He set up a winter home at Nyeri, Kenya, in 1938, where he spent his remaining years until his death in 1941. Scouts of different races carried him to his final resting place in the small cemetery at Nyeri. His grave is marked with a simple headstone that bears his name and the Scout sign for "I have gone home." Today, in Westminster Abbey, a tablet records his name, along with the names of some of the greatest Britons of all time.

After Baden-Powell's death, a letter was found in his desk that he had written to all Scouts. It included this passage: "Try and leave this world a little better than you found it." These words are a fitting epitaph, for as he won the respect of the great by his strength, he won the hearts of youth by his example.

JUNGLE BOOK AND CUB SCOUTING: EACH BOY IS LIKE MOWGLI

If you have read "The Story of Akela and Mowgli" in the *Wolf Cub Scout Book,* you know that Mowgli was a little East Indian boy. While Shere Khan the tiger was terrifying his village, Mowgli wandered away from his home and was saved by a family of wolves. Mowgli, the name the wolves gave him, means *little frog,* for the boy's skin was as smooth and hairless as a frog's.

To keep this man-cub, Mother and Father Wolf had to get the approval of the wolf pack and Akela, the leader of the pack. In addition, two others had to speak for Mowgli. The first to speak was Baloo, the serious old bear who taught the young wolves the Law of the Pack. The second was Bagheera, the black panther who taught the skills of the jungle. With their good words, Mowgli was accepted over the angry snarls of Shere Khan.

As Mowgli grew older, Baloo taught him the Law of the Pack and the secret master words that enabled him to talk to the other creatures of the jungle, all except the Bandar-log—the monkey people, who did not observe the Law of the Pack.

One day while Mowgli was sleeping, the Bandar-log swept down from their treetops and carried him away to a deserted village where none of the jungle creatures lived except the cobras. While Mowgli was being carried off, a hawk swooped down low enough for Mowgli to give the master word and ask for help. The hawk flew back to Baloo and Bagheera, who raced to Kaa, the 30-foot python and dreaded enemy of the Bandar-log. Kaa was as much at home in the treetops as the monkey people and often would be mistaken for a limb or branch by an unlucky monkey.

These three—the python, the panther, and the bear—closed in on the village at nightfall. Bagheera and Baloo moved in first. Now, the Bandar-log are not brave and fight only when the odds are 100 to 1 in their favor. Swarms of the monkey people, biting and scratching, jumped on the backs of Bagheera and Baloo. Meanwhile, Mowgli was carried away and dropped through the roof of an ancient building, an enclosure that offered no escape and only cobras for company.

Then Kaa appeared. The Bandar-log froze in terror. Bagheera and Baloo shook themselves free of the monkey people. Kaa slithered toward the ancient building that held Mowgli prisoner and, using his head as a battering ram, knocked a hole in the latticework large enough for Mowgli to climb through and join Baloo and Bagheera.

In the dim moonlight, Kaa began his hunger dance, fascinating all who watched—the Bandar-log, Baloo, and Bagheera. Mowgli shook his friends who were falling under the spell of Kaa, and just in time, the three escaped back to their own part of the jungle.

Today, each young boy is like Mowgli. He needs a leader and friends who care for him and can help him learn the things that will protect him. Parents and leaders are the Akelas, Bagheeras, and Baloos for boys.



Today, in the tradition of the *Jungle Book,* the wolf Akela leads Wolf Cub Scouts, and Baloo is the friend of Bear Cub Scouts.

ADMINISTRATION—CHAPTER 7

ORGANIZATION OF CUB SCOUTING

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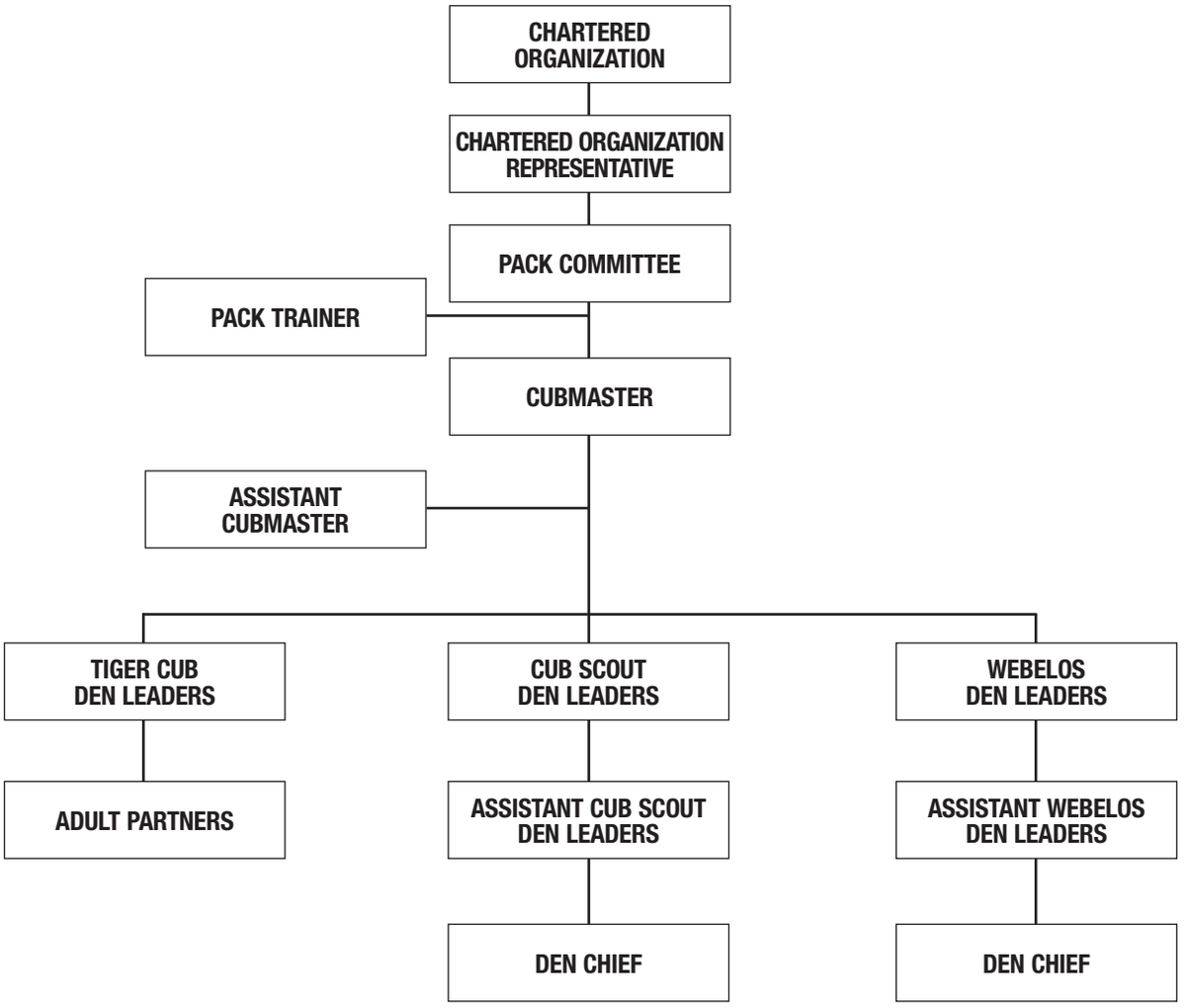
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PACK ORGANIZATION CHART



INTRODUCTION

All Cub Scout packs are registered with the Boy Scouts of America and are part of the worldwide brotherhood of Scouting. Each pack belongs to a chartered organization, and families are an important part of that chartered organization.

This chapter gives a general overview of the organization of Cub Scouting. Detailed information on leadership, relationships, and planning are located in the "Leaders" section, Chapters 23–28 of this book.

THE CHARTERED ORGANIZATION

Every Cub Scout pack, Boy Scout troop, Varsity Scout team, and Venturing crew belongs to an organization with interests similar to those of the BSA. This organization, which might be a religious organization, school, community organization, or group of interested citizens, is chartered by the BSA to use the Scouting program. This chartered organization provides a suitable meeting place, adult leadership, supervision, and opportunities for a healthy Scouting life for the boys under its care.

A member of the organization, the *chartered organization representative,* acts as liaison between the pack and the organization.

THE CUB SCOUT PACK

The Scouting unit that conducts Cub Scouting for the chartered organization is called a *pack*. The pack is a group made up of several *dens*—Tiger Cub, Cub Scout, and Webelos Scout dens (see below). Most packs have dens for each grade level. The pack includes not only the boys in the dens but also their families and leaders.

Most packs meet once a month, usually in a room provided by the chartered organization. Summer pack meetings or activities are often held outdoors. Tiger Cubs, Cub Scouts, Webelos Scouts, leaders, parents, and other family members attend the pack meetings. The *pack meeting* is the pinnacle of the month's den meetings and activities. It provides a place for dens to showcase their skills and projects. It also provides opportunities for parents and families to be involved with their boys, and it is a chance to recognize boys, parents, and leaders.

The pack meeting program includes opening and closing ceremonies, recognition of boys who have earned awards, presentation of skits and stunts by dens, and exhibits of things the boys have made at home and at den meetings during the month. The pack meeting is planned around a monthly theme and is led by the Cubmaster, with the help of other adult pack leaders.

In addition to regular pack meetings, occasionally the pack may take field trips and conduct service projects or money-earning activities. During the summer, the pack might conduct outdoor activities such as a swimming party, a family picnic, or various outdoor sports.

Important to the successful operation of the pack is the *pack committee,* a group of adults who manage such things as record keeping, finances, leadership, training, and registration.

THE CUB SCOUT DEN

A den is a group of six to eight boys within the pack, usually at the same grade level, that meets several times a month between pack meetings. The den organization allows boys to build relationships with leaders and other boys. The den provides opportunities for activities that would be difficult with a large group. The den also provides leadership opportunities for the boys.

Tiger Cubs, with their adult partners, who may be parents or other adults, work together to do family activities. A Tiger Cub den leader gives leadership to the Tiger Cub dens, with the assistance of the adult partners. Den meeting activities, which should include participation of the adult partner, are planned around the monthly theme. Activities might include playing games, making handicrafts, taking field trips, and practicing simple skits or songs in preparation for the next pack meeting. At the end of the school year, in May or June, the Tiger Cubs graduate and become part of a Wolf Cub Scout den.

Wolf and Bear Cub Scout den meetings are planned and run by an adult den leader, with the help of an assistant den leader and den chief. Den meeting activities are planned around the monthly theme and include playing games, making handicrafts, taking hikes and pursuing other outdoor fun, practicing skits and stunts in preparation for the next pack meeting, and taking part in simple ceremonies and songs. Sometimes, work on advancement requirements is included. When Bear Cub Scouts have completed third grade (or reached age 10), they may become Webelos Scouts.

Webelos Scout dens have a different program from that of Wolf and Bear Cub Scout dens. Webelos Scouts work on activity badges in one of 20 different interest areas at each of the den meetings. Den meetings also include games, songs, stunts, preparation for the Webelos den's part in the pack meeting, and work on other advancement requirements. In addition, Webelos Scouts have opportunities for overnight campouts and joint activities with a Boy Scout troop. One of the purposes of the Webelos den is to prepare boys for Boy Scouts and to graduate them into a troop.

SCOUTING SUPPORTS YOUR PACK

Through Your Council

Your council is a voluntary association of citizens, including chartered organization representatives, who implement the Scouting program within a specific geographic area. Self-financed, the council is governed by the *Charter and Bylaws of the Boy Scouts of America.*

Your council provides service, leadership, management, and overall direction to districts and the organizations using the Scouting program in support of their Scouting units (Cub Scout packs, Boy Scout troops, Varsity Scout teams, Venturing crews). It is important to remember that the council is the administrative body for all Scouting units.

The council employs professional Scouters who serve as advisers and provide guidance to volunteer leaders. Scouting is a volunteer movement with professional guidance.

Packs may have occasion to participate in district and councilwide activities such as Scouting shows, Cub Scout day camp and resident camp, recognition dinners for adults, and the pow wow or University of Scouting, a training event for adult leaders.

Through Your District

The council is divided geographically into districts. The supervision of Scouting in each district is carried out by the council through a volunteer district committee and commissioner staff. The purpose of your district is to work with chartered organizations to organize and support successful units.

This support includes

- Training adult leaders
- Planning district activities
- Obtaining financial support
- Providing commissioner service

With effective district support, more and more youth members receive a better Scouting program as both units and leaders succeed in achieving Scouting's aims.

Through the National Office

The BSA operates under a federal charter granted by the U.S. Congress in 1916.

This charter calls for the Boy Scouts of America "to promote, through organization, and cooperation with other agencies, the ability of boys to do things for themselves and others, to train them in Scoutcraft, and to teach them patriotism, courage, self-reliance, and kindred virtues."

Since 1910, nearly 90 million boys and adults have joined the BSA.

The national organization makes available to members, for purchase, uniforms and insignia, equipment, literature, and program and training materials. Furthermore, *Scouting* and *Boys' Life* magazines are provided as program aids and a method of keeping leaders informed about and updated on the Scouting program.

Through World Brotherhood

We become part of the international brotherhood of Scouting when we become a member of the BSA. This brotherhood unites us with more than 25 million individuals from nearly 150 member associations around the world. All associations share the same aims and principles and strive for the same goal of preparing boys for adulthood in today's world. Although there may be some differences in program administration, the entire Scouting movement shares the same basic aims of character development, citizenship training, and-fitness.

Opportunities to learn more about members of Scouting throughout the world are provided in Cub Scout monthly themes, World Conservation Award projects, exchange programs, friendship tours, and the requirements for earning the Webelos Citizen activity badge.

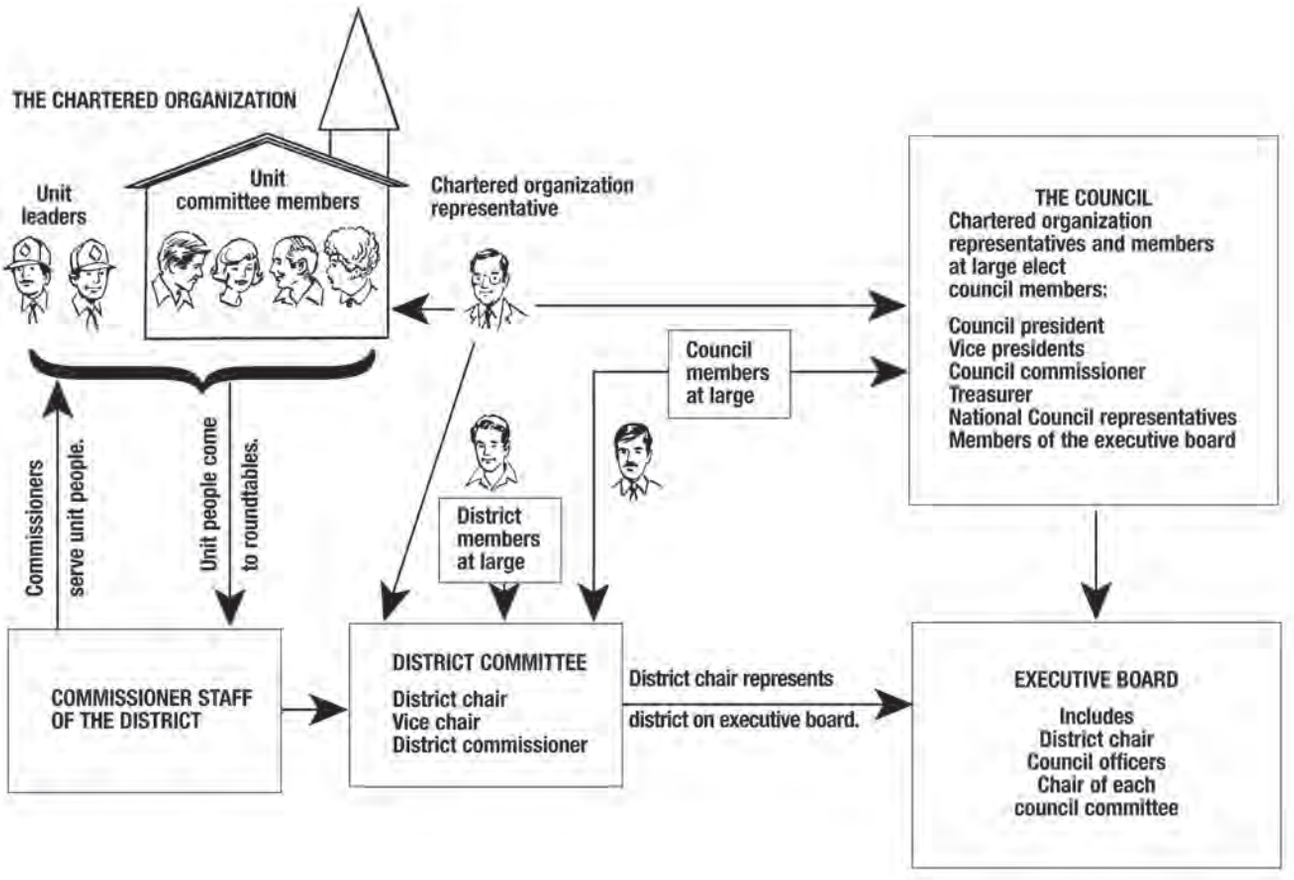
Thousands of Scouts from many nations camp together about every four years at a world jamboree in the cause of world friendship. Such friendships overcome barriers of language and differences in customs, race, and religion, making Scouting relevant to world brotherhood.

The BSA supports Scouting around the world through the World Friendship Fund. Through this fund, assistance is given to the world Scouting movement through

- Scholarships for leaders
- Training equipment
- Uniforms
- Insignia
- Program materials
- Camping gear
- Translation of BSA literature into other languages

Your pack or den can help, thus fulfilling one part of the Cub Scout Promise—to do your best to help other people—and you'll be providing the opportunity for a world brotherhood Good Turn. For more information on the World Friendship Fund, contact your local council service center.

COUNCIL AND DISTRICT ORGANIZATION CHART



POLICIES OF CUB SCOUTING

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WHY WE HAVE POLICIES

The Boy Scouts of America operates under a congressional charter. Copies of the *Charter and Bylaws of the Boy Scouts of America* and *Rules and Regulations of the Boy Scouts of America* are available upon request through your local council.

Generally, Cub Scouting is flexible. There are many different ways of managing a pack to fit the needs of its members. But *although the program is flexible, the policies are not.*

All aspects of Cub Scouting and its activities must comply with the policies and procedures of the BSA.

All leaders agree to uphold the policies of the BSA when they sign the Adult Application for registration. The policies of the BSA have been established for these reasons:

- To make sure the objectives of Cub Scouting are the natural outcome of the activities
- To protect the health and safety of all members and assure them of a program that will hold their interest
- To protect the BSA and its good name against misuse by those who would exploit boys and the organization for personal gain
- To protect each leader while he or she is conducting the program

TRIPS AND OUTINGS

- It is the policy of the BSA that trips and outings may *never* be led by one adult. Two registered adult leaders, or one registered adult leader and a parent of a participating Scout, one of whom must be at least 21 years of age, are required for all trips and outings. This is known as the policy of *two-deep leadership.*
- The chartered organization is responsible for informing the committee and leadership of the pack that sufficient adult leadership must be provided on all trips and outings.
- You should obtain a signed permission slip from the parent or guardian of each boy.
- You should have read *Guide to Safe Scouting* and have the most current edition of this publication in their possession on all trips and outings. (The *Guide to Safe Scouting* is also available on the BSA's Web site at http://www.scouting.org/pubs/gss.)
- Adequate, safe, and responsible transportation must be used for all Scouting activities.
- Passenger cars, vans, or station wagons may be used for transporting passengers. Trucks are approved for transporting *equipment* only—no passengers, except in the cab.
- Individual seat belts are required for, and must be used by, each passenger and the driver. Passengers should not ride on the rear deck of station wagons or on the floor of vans.

- All drivers must have a valid driver's license that has not been suspended or revoked for any reason. If the vehicle to be used is designed to carry more than 15 people, including the driver (more than 10 people, including the driver, in California) the driver must have a commercial driver's license (CDL).
- Cub Scout trips are normally one-day excursions. On occasion, one-night stopovers are permitted, although they are not encouraged. When overnight stops are necessary, participants will stay in private homes, hotels, or motels. Overnight camping on such trips is not permitted.
- The local council may approve lock-ins or overnight programming at local museums.
- Cub Scout packs are encouraged to visit military installations for one-day trips only.
- You should inform the pack committee and Cubmaster of all den trips.
- Den families should be notified any time that the den is away from the regular meeting place. It is recommended that Informed Consent Agreement (see page 34-38) be obtained for all den trips.

TOUR PERMITS

A Local Tour Permit Application (see page 34-39) should be filed with the local council service center two weeks before scheduled activities for proper clearance.

- Packs should file a Local Tour Permit Application for any pack trip of less than 500 miles, including pack overnighters. A National Tour Permit Application should be filed for trips longer than 500 miles.
- Webelos dens should file a Local Tour Permit Application before Webelos overnight campouts.
- Check with your council service center for local policy on tour permits for den trips and outings.

The Local Tour Permit Application is required for the following reasons:

- It is designed to help you plan a safe, interesting, and enjoyable trip.
- In case of emergency, your local council service center may get calls to which they must respond. When a tour permit has been filed, the service center will know the plans and location of your pack.
- When it has an accurate record of local tours and short-term campouts, the council can give each pack proper credit in its records and news releases.
- You will take satisfaction in the fact that your travel plans are officially recognized and that you are a responsible Scouting group.
- Local officials in state and federal parks and forests can be assured that touring and camping groups have official status. Some organizations may require a tour permit for entry.
- Certain courtesies—not privileges—are sometimes extended to Scouting groups when official status has been determined.

You should read "Our Pledge of Performance" found on the back of the Local Tour Permit Application so that you will be familiar with the requirements.

For more information on tour permits, see the *Guide to Safe Scouting* or contact your local council service center.

DRUG, ALCOHOL, AND TOBACCO USE

- The BSA prohibits the use of alcoholic beverages and controlled substances at encampments or activities on property owned and/or operated by the BSA.
- The BSA prohibits the use of alcoholic beverages and controlled substances at any activity involving the participation of youth members.
- As an adult leader, you should support the attitude that youth members are much better off without tobacco, and you may not allow the use of tobacco products at any BSA activity involving youth participants.
- All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas for adults located away from all participants.

COMMERCIALISM

- No BSA member, unit, or local council may enter into a contract or relationship of a commercial nature involving the BSA unless duly authorized to do so by the National Executive Board.
- No local council or unit may enter into a contract or business relationship with a business, corporation, commercial agency, or individual that could be construed as using the Scouting movement to conduct business, sell, or give endorsement for commercial purposes.
- This policy does not interfere with any boy earning money for his own Scouting equipment or for his unit, provided that the money is earned through service actually rendered and not through the exploitation of the name or goodwill of the BSA.

UNIT MONEY-EARNING PROJECTS

- Units may conduct money-earning projects only when the chartered organization and local council have approved the project and it is consistent with BSA policies. This approval is obtained by submitting a Unit Money-Earning Application (see pages 34-45 through 34-46) to your council service center well in advance of the proposed date of your money-earning project. (Also see Chapter 11, "Pack Finances.")

- The official Scout uniform is intended to be worn primarily in connection with Scouting activities; however, the executive board of the local council may authorize wearing of the uniform in connection with council-sponsored product sales programs. (See Article X, section 4, clause 6, of the *Rules and Regulations of the Boy Scouts of America.*)

- Individuals and units should not, under the name of the Boy Scouts of America, engage in raising funds for other organizations (including bikeathons, walkathons, etc.) unless specifically approved by the local council to do so.

CONTRIBUTIONS

(From Article XI, section 1, clause 2, of the *Charter and Bylaws of the Boy Scouts of America*)

- Contributions may be solicited only by the National Council, local councils, or districts on behalf of the local council (Friends of Scouting).

- Youth members shall not be permitted to serve as solicitors of money for the pack or the council or in support of any other organizations.

- Adult and youth members shall not be permitted to solicit contributions in order to participate in local, national, or international events.

- Youth members are permitted to secure sponsors only for council or district activities approved by the executive board.

POLITICAL QUESTIONS

- The Scouting movement shall not be involved in any question of a political character (i.e., involving elections or administrative or legislative matters) other than color guard or "get-out-the-vote" activities.

- This shall not, however, be interpreted to prevent the teaching of the ideals of patriotism and good citizenship as required to fulfill the BSA's aims.

- This policy shall not limit the freedom of thought or action of any official or member as an individual.

RELIGIOUS PRINCIPLES

In its *Charter and Bylaws,* the BSA maintains that no member can grow into the best kind of citizen without recognizing an obligation to God. No matter what the religious faith of a member might be, this fundamental need of good citizenship must be kept before the member. Although the BSA recognizes the religious element in the training of a member, it is *absolutely nonsectarian* in its attitude toward that religious training.

- The BSA does not define what constitutes a belief in God or the practice of religion.

- The BSA does not require membership in a religious organization or association in order to join Scouting but strongly encourages membership and participation in the religious program and activities of a church, synagogue, or other religious association.

- The BSA respects the convictions of those who exercise their constitutional freedom to practice religion as individuals without formal membership in religious organizations.

- When a Scouting unit is associated with a church or other distinctly religious organization, no members of other denominations or faiths shall be required, because of membership in the unit, to take part in or observe a religious ceremony distinctly unique to that organization or church.

Only people willing to subscribe to these declarations of principles shall be entitled to certificates of leadership in carrying out the Scouting program.

MEMBERS WITH DISABILITIES

Boys older than 11 who are either mentally or severely physically disabled (including those with visual, hearing, and emotional impairments) may register and participate in the Cub Scout advancement program if they meet the following criteria:

1. The chartered organization determines, with the approval of appropriate medical authorities, whether a youth member with a disability is qualified to register beyond the normal registration age.

2. The Cubmaster's signature on the boy's application or on the unit's charter renewal application certifies this approval of the chartered organization.

3. A licensed physician, using the Personal Health and Medical Record form, must certify the medical condition of all candidates for membership beyond the normal registration age.

4. In the case of membership for mentally disabled or emotionally disturbed candidates, a licensed psychologist or psychiatrist must certify their condition.

5. The local council service center retains all current health, medical, or certification records of all members with disabilities beyond the normal registration age.

6. All current requirements for advancement awards must be met. No substitutions or alternatives are permitted except those specifically stated in the requirements from current BSA literature. "Do your best" applies to all requirements.

For more information, see Chapter 17, "Cub Scouts With Disabilities." Also check with your council service center for additional local information and resources.

UNIFORM RULES AND REGULATIONS

All uniforms, badges, and insignia may be used only by members of the BSA who are registered and in good standing. No alteration of or addition to the official uniform, badges, or insignia—or the rules and regulations concerning the wearing of the uniform—may be authorized by anyone except the National Executive Board.

Badges awarded by other organizations may not be worn on the official uniform, with the exceptions of the Historic Trails Award and religious emblems.

See the *Rules and Regulations of the Boy Scouts of America* and *Insignia Guide* for additional information on uniform rules and regulations. Also see Chapter 12, "Uniforms and Insignia."

Cub Scouts and adult leaders should wear their uniforms to all den and pack events.

Uniforms may also be worn

- To school, church, or any family function
- During a councilwide product sale or event authorized by the local council's executive board

Cub Scouts or adult leaders may not wear uniforms when

- Advertising any commercial product or business
- Involved in any distinctly political endeavor
- Appearing on the stage professionally without special approval from the National Executive Board
- Taking part in parades, except when rendering service as a Cub Scout or leader or when officially representing the BSA
- Participating in demonstrations not authorized by the BSA

UNIT MEMBERSHIP

A Scouting unit has the authority to determine its own youth membership on the basis of considerations such as group size or youth behavior as long as it is faithful to Scouting's membership philosophy set forth below:

- Scouting welcomes all boys and young people regardless of race or ethnic background who are willing to accept Scouting's values and meet other requirements of membership.
- Young people of all religious backgrounds are welcomed in Scouting, some participating in units for youth of a particular religious faith and the greater majority participating in units open to members of various religious backgrounds.

(See Article XI, section 3, clause 8, of the *Rules and Regulations of the Boy Scouts of America.*)

PACK RELATIONSHIPS

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INTRODUCTION

Open communication and warm relationships are important to the successful operation of the pack. Getting in touch and establishing a good relationship is the first step. Staying in touch and maintaining the good relationship is the next step.

Chapter 23, "Leadership," discusses relationships between pack leaders and their responsibilities to each other. Chapter 5, "Family Involvement," reviews the family's responsibilities to Cub Scouting and the pack's responsibilities to families. This chapter addresses the pack's relationships with other groups.

PACK AND CHARTERED ORGANIZATION RELATIONSHIPS

The chartered organization representative, as liaison between the pack and chartered organization, helps to bring the two groups together and establish and maintain a good relationship. See the publication *The Chartered Organization Representative* (No. 33118C). Maintaining the relationship is the responsibility of members of the organization as well as all pack leaders.

The **chartered organization** helps the pack by

- Providing the Scouting program as an integral part of its program for youth and families
- Ensuring that the Scouting program is conducted according to the policies and regulations of the organization and the Boy Scouts of America
- Selecting a chartered organization representative to serve as liaison with the pack
- Appointing a pack committee to carry out the responsibilities listed in Chapter 10, "Den and Pack Management"
- Providing adequate and safe facilities for the monthly pack meeting
- Providing opportunities for boys to recognize responsibility to God or a Supreme Being, to country, to other people, and to self
- Cooperating with the council in fund-raising through Friends of Scouting (FOS) and the United Way so the Scouting program can operate

The **pack** helps the chartered organization by

- Being responsible to the chartered organization for the sound operation of the pack
- Showing interest in the chartered organization and rendering service to it
- Keeping the chartered organization informed of the accomplishments of the pack through an annual report from the pack committee and regular reports on pack activities given by the chartered organization representative
- Inviting members of the chartered organization to participate in pack activities
- Keeping the chartered organization representative informed of pack needs that should be brought to the attention of the district or council

- Seeing that the chartered organization receives recognition for operating the pack

If these things are not happening between your chartered organization and pack, then a closer relationship needs to be developed. Ask for help from the unit commissioner and chartered organization representative.

PACK AND COMMISSIONER RELATIONSHIPS

The unit commissioner is a volunteer whose main responsibility is to give service to the pack. This person will not intrude in the pack's business but is ready and willing to help when asked. Whenever the commissioner spots signs of trouble in your pack, he or she will help you solve your problems and will act as your constant quality control arm.

The **commissioner** helps the pack by

- Being a friend who helps the pack to be successful
- Helping to solve problems and offering suggestions
- Working with the pack committee and leaders of the chartered organization to maintain a close relationship
- Helping to establish and maintain a good pack-troop relationship
- Assisting at pack meetings, with uniform inspections, and with other pack activities
- Assisting with the pack's annual charter renewal
- Helping the pack earn the Centennial Quality Unit Award
- Providing practical support, such as people, equipment, and materials
- Visiting pack leaders' meetings, when invited, and helping however possible

The **pack** helps the commissioner by

- Asking for help before a problem becomes too large to manage effectively
- Inviting the commissioner to pack meetings and activities and, occasionally, to pack leaders' meetings
- Inviting the commissioner to help with the pack's annual membership inventory and uniform inspection

Pack leaders should get to know the unit commissioner well, and they should feel comfortable asking for help. Leaders should not look for only praise of the pack's efficiency but listen to the commissioner for the helpful observations that can strengthen the pack program.

If your pack does not have a unit commissioner, make it known to the district executive, the district commissioner, or the district chair that you need one and would welcome this help.

PACK AND TROOP RELATIONSHIPS

The **troop** helps the pack by

- Providing qualified den chiefs
- Helping to plan and conduct joint pack-troop or Webelos den–troop activities
- Assisting with leadership for Webelos den activities and campouts
- Taking part in pack graduation ceremonies
- Loaning camping equipment, as needed, for Webelos overnight campouts
- Providing a troop assistant Scoutmaster who acts as liaison between the troop and pack and meets regularly with the Webelos den leader
- Conducting a parent orientation conference for Webelos Scouts and parents in the fall of each year
- Arranging for Scoutmaster conferences to be conducted with Webelos Scouts, as required for the Arrow of Light Award

The **pack** helps the troop by

- Graduating Webelos Scouts into the troop
- Maintaining advancement standards so that graduating Webelos Scouts are knowledgeable of Boy Scout requirements
- Inviting the Scoutmaster to attend a Webelos den meeting to get acquainted with the boys
- Inviting the Scoutmaster and troop junior leaders to take part in pack graduation ceremonies
- Using the Webelos den chief as a recruiter, giving him an opportunity to tell Webelos Scouts about exciting activities in the troop
- Providing a good experience and training for families so that they will be interested in becoming involved in troop activities or leadership positions in the troop

A good working relationship between the pack and the troop is vital to the graduation of Webelos Scouts into the troop. A unit commissioner can also help establish a good pack-troop relationship.

PACK AND DISTRICT RELATIONSHIPS

Each district contains several units, many of which are Cub Scout packs. The **district** helps the pack by

- Providing a unit commissioner to be a friend to the pack
- Providing assistance with the annual charter renewal process
- Providing training opportunities for den and pack leaders, including Basic Leader Training, Youth Protection training, monthly roundtable, and other supplemental training opportunities
- Maintaining training records of the pack leadership
- Providing information on and help with membership and recruiting programs
- Providing information on council activities and programs
- Informing packs of new resources, program materials, and policies of the BSA

The **pack** is helpful to the district by

- Striving to reach membership goals through an effective recruiting program
- Participating in district activities
- Providing a year-round quality program for Cub Scout families
- Taking part in training courses, including the monthly roundtable

Pack leaders should establish a good relationship with the district executive. Part of this individual's job is to help packs and leaders succeed.

PACK AND COUNCIL RELATIONSHIPS

The council does not give service directly to individual boys but rather offers a program to community organizations that operate Cub Scout packs, Boy Scout troops, Varsity Scout teams, and Venturing crews. Using the Scouting program, these community organizations can provide Scouting directly to individuals.

The **council** helps the pack by

- Providing a district executive (a professional Scouter) to see that packs get the advice and help they need regarding pack operation
- Making council facilities and camps available
- Making program materials, literature, planning tools, and other program aids available
- Providing, through the local council service center, all required badges and insignia that packs can purchase
- Raising funds for the operation of the council's Scouting program
- Publishing council bulletins, newsletters, and other forms of communication
- Keeping records of training of pack leadership and advancement of pack membership
- Working with the chartered organization to offer Scouting to the greatest possible number of youth and families
- Providing council training opportunities for Cub Scout leaders, such as the annual pow wow or University of Scouting
- Providing large council activities to enhance the pack program, such as Scouting shows, Cub Scout/Webelos Scout day camp, and Cub Scout/Webelos Scout resident camp
- Providing local Scouting distributors that stock uniforms, equipment, literature, and other materials for purchase by packs and Cub Scout families
- Providing recognition and awards for leaders
- Being a direct communications link between packs and the national office

The **pack** is helpful to the council by

- Assisting with the recruitment of boys to increase membership
- Conducting the pack charter renewal every year in a timely manner
- Helping with the council's fund-raising campaigns, such as Friends of Scouting (FOS)
- Participating in council activities and training events
- Participating in service projects sponsored by the council such as Scouting for Food*

*The Scouting for Food National Good Turn, first conducted in November 1988, is a nationwide food collection effort and is BSA's response to the "unacceptable" hunger in our society.

VOLUNTEER AND PROFESSIONAL RELATIONSHIPS

Scouting's special partnership between volunteers and professionals is the core of its success. When the partnership thrives, the movement thrives.

The practice of maintaining Scouting as a volunteer movement finds full expression in the organization and operation of the local council. Scouting prospers in proportion to the stature, vision, and enthusiasm of the volunteers who plan and carry out the local program.

At the same time, the Scout executive and other professional Scouters provide the administrative guidance that shapes the thinking and efforts of many volunteers into a coordinated, efficient endeavor designed to reap the greatest dividends from the volunteers' investment of time and effort.

Neither the volunteer nor the professional has a monopoly on wisdom, judgment, or experience. When the two work together, the combination is a winning team.

The **professional** is helpful to Scouting by

- Being employed by the BSA so that he or she can devote extensive time to the program
- Recruiting, training, and guiding capable and dedicated volunteers to carry out various programs
- Advising volunteer officers and committees
- Staying current with Scouting's policies and ensuring that volunteers follow BSA guidelines
- Ensuring that community groups and chartered organizations have good relationships
- Counseling and helping prepare volunteers to make decisions
- Providing continuity in the program

The **volunteer** is helpful to Scouting by

- Working with professionals to accomplish the goals of building character in boys
- Formulating and executing plans that promote Scouting
- Helping to determine membership goals, budgets, training programs, and other details
- Helping to recruit other volunteers
- Assisting with community relationships
- Delivering the program to the boys

SCOUTING AND RELIGIOUS ORGANIZATIONS

More than half of all Scouting units are operated by religious organizations, and through the annual charter, these organizations are able to use the Scouting program in conjunction with their other programs for youth. The BSA is clearly dedicated to serving and contributing to the quality of the Scouting programs of these organizations.

- Scouting supports the spiritual view of life that underlies the teaching of all denominations and faiths. Any boy or leader who would be a member must profess a belief in God and promise to do his or her best to fulfill the spiritual ideals of Scouting.
- Scouting encourages boys and leaders, according to their own convictions, to participate in the program of their church, synagogue, or religious organization. Scouts are expected to fulfill their religious obligations and respect the beliefs of others.
- Scouting helps boys put into practice some of the basic truths their families and religious leaders teach them. They learn by experience to give, to share, to help others, to assume responsibility, and to understand the values of personal integrity.
- Scouting gives boys an opportunity to explore their interests and God-given talents.
- Scouting helps boys find their place in life and become happy, well-adjusted, useful members of the community.

ADMINISTRATION—CHAPTER 10

DEN AND PACK MANAGEMENT

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PACK PROCEDURES

The successful management of the pack requires the cooperative efforts of all den and pack leaders. The pack committee runs the pack, the Cubmaster directs the pack program, and the den leaders manage the dens. Each individual leader has specific responsibilities that, when carried out effectively, will result in a successful pack with a fun-filled quality program for the boys and their families.

A pack may operate more efficiently with some written procedures related to issues such as den dues, recruiting methods, parental participation, travel arrangements, permission slips, and safety procedures. Once these have been developed and approved by the pack committee, copies should be made available to all pack families.

Pack procedures should not conflict with national or local council policies. For instance, packs do not have any options when it comes to how the official uniform should be worn, how money-earning projects should be approved, or other policies described in this book, such as joining requirements or tour permits. (See Chapter 8, "Cub Scout Policies.")

DEN AND PACK RECORDS

Pack leaders must keep accurate records. Questions on the status of advancement, finances, and membership can easily be answered if a good record-keeping system is in place. The BSA has developed several forms and charts to help a pack keep good records. Many of these forms are included in Appendix 1 of this book; others are available at your local council service center or Scout shop.

Records need to be maintained at both the den and pack levels. Den leaders are responsible for keeping accurate, up-to-date den records. The pack treasurer is responsible for keeping financial records. An assistant Cubmaster or pack secretary could be given the task of keeping the *Pack Record Book* up-to-date. The *Pack Record Book* contains a special financial section for the pack treasurer. Also, see Chapter 11, "Pack Finances," for more information about pack finances and money-earning guidelines.

Den Records

Den Meeting Programs (see pages 34-13 through 34-15). These forms help Tiger Cub, Cub Scout, and Webelos Scout den leaders (and adult partners, for Tiger Cubs) plan den meetings. The den leaders fill in the details for each portion of a den meeting, including the plans for activities and any equipment needed. These forms can be helpful at the monthly pack leaders' meeting, where the Cubmaster, den leaders, and pack committee members agree on the general plan for the next month's den programs. The forms can also be kept for future reference in planning.

Advancement Reports (see the appendix). Tiger Cub, Cub Scout, and Webelos Scout den leaders use these forms to report advancement of the boys in the den so that recognition items can be obtained and presented at the pack meeting. You can send advancement reports directly to the council service center through a program on their Web site; this will update council records and create a "shopping list" of badges and awards for you.

Tiger Cub, Cub Scout, and Webelos Scout Den Advancement Charts. These wall charts are used to record advancement and serve as an incentive for boys in the den.

Den Records (see pages 34-17 through 34-22). These two-sided forms are used for keeping track of advancement, attendance, and dues (optional). Tiger Cub, Cub Scout, and Webelos Scout den leaders complete the record weekly. Phone numbers and addresses as well as other information are requested on this form to help den leaders stay in contact with the boys' families.

Individual Tiger Cub and Cub Scout and Webelos Scout Records (see page 34-27 through 34-30). These forms provide more detail than the general Den Record forms. The Tiger Cub, Cub Scout, or Webelos Scout den leader keeps a record for each boy in the den. Space is provided for a record of attendance and dues, personal and family data, and a detailed advancement record. Whenever a boy transitions to the next rank of Cub Scouting (or Scouting), the record should go with him and be given to his new leader.

Monthly Den Dues Envelope. Both Cub Scout and Webelos Scout den leaders use this envelope (No. 34209) to collect den dues. Tiger Cub dens may collect dues if so warranted by the pack committee.

Pack Records

Contact your local council service center for many of the following forms and publications that are used in pack record keeping.

Pack Record Book (No. 33819A) contains the pack's most complete record of necessary information concerning the pack, including a special financial section for the pack treasurer. Space is included for

- Details of Tiger Cub, Cub Scout, and Webelos Scout advancement
- Attendance at den meetings
- Boy and family member attendance at pack meetings and special events
- A record of den dues

At the end of the charter year, the *Pack Record Book* becomes a part of the permanent pack record.

Application for Youth Membership (see sample, page 34-8). Newly registered boys and their parents or guardians complete this form. It includes personal information about the boy and requires the signature of a parent or guardian. The pack copy of this application provides the Cubmaster and pack committee with a record of the registration transaction.

Adult Application (see sample, page 34-7). An adult registering as a leader completes this application. The pack retains a copy. Following reference checks by the unit, all adult applications must be approved by the chartered organization.

Advancement Report—Unit (see page 34-24). Packs use this multiple-page form to obtain badges and awards from the local council service center for presentation at pack meetings.

Pack History. Many packs have a historian who prepares and maintains a pack history. This history will be an interesting and valuable record for future Cub Scouts and leaders. Some packs already have a chronological list of leaders, names of the first registered Cub Scouts, names of former Cub Scouts, meetings, activities and events, and pictures. Information can be found in the chartered organization's records, local council service center, old charter papers, local newspaper files, libraries, and personal accounts described by senior citizens and former members.

Once you have developed a pack history, maintain it and keep it up-to-date. Save copies of programs, scorecards, menus, and other items from special events. Develop a scrapbook, including things such as snapshots of members and activities and newspaper clippings. Display the scrapbook at pack meetings where both boys and adults will enjoy it.

DEN AND PACK EQUIPMENT

The pack will begin to accumulate supplies, literature, uniforms, and equipment as the den and pack leaders provide the program to the boys. The pack secretary or another committee member is responsible for making a regular inventory of pack property such as den and pack flags, literature, handicraft equipment, pinewood derby tracks, and ceremonial equipment.

Den and pack flags can be obtained from your Scouting distributor or local council service center. Pack flags are priced without letters but should be lettered at the time of purchase because letters are not sold separately.

Packs often make their own portable exhibit panels, advancement ceremony equipment, Scouting show presentation materials, derby tracks, and other activity-related materials. All of these items should become part of the pack inventory. The *Pack Record Book* has a form that can be used for a complete listing. The pack secretary or pack membership chair can maintain this form.

The pack committee is the custodian of pack equipment and supplies, but all inventory is the property of the chartered organization.

SELECTING LEADERS

Most leaders are involved in the pack because their sons are members. It is almost inevitable that when their sons graduate from the pack, the leaders will, too. This process will leave gaps in the pack leadership, and recruitment will be necessary. The first responsibility of the pack committee is to select the best person available for Cubmaster and provide that person with one or more assistants.

The Cubmaster works with the pack committee and pack trainer to select and recruit qualified leaders and make sure that they are trained.

Each den should have a den leader as well as an assistant den leader, who should be trained and ready to step in when a vacancy occurs. (At which point, a new assistant would be found.) When looking for people to fill leadership roles, always emphasize *selecting* rather than *recruiting*. Cub Scouts deserve the best program possible, and they will receive it from qualified and enthusiastic leaders. These leaders should be selected because of their qualifications and not merely recruited because no one else would do the task.

When selecting leaders, expand your search to other adults as well as parents of boys in the pack. Many times a former leader or a member of the National Eagle Scout Association (NESA) may be willing to help. Grandparents or other relatives make good leaders. Many Cub Scout leaders don't have sons, and many senior citizens and retirees would be glad to help. Consider all possibilities.

Within your pack, former Tiger Cub partners are an excellent source of leadership because they are already familiar with the benefits that Cub Scouting has to offer boys and their families.

The flier Selecting Cub Scout Leadership (No. 13-500) is available to help you with leader recruitment and selection. Before actual recruitment, it is important that the chartered organization approves the candidate. If the potential leader has already completed an adult leader application, the pack committee should also check references before making personal contact.

The pack committee is responsible for checking references supplied by the prospect on the Adult Application. The chartered organization must give final approval on the selection of all leaders.

Cub Scout packs don't need to wait until a Rally Night for Cub Scouting to evaluate potential leadership. Consider parents of boys who are potential Cub Scouts and approach them to be leaders before you hold your Rally Night. Let them know that you have chosen them for the special qualities they have to offer boys through Cub Scouting. Having leadership already in place when you conduct your Rally Night for Cub Scouting will serve to increase your membership.

If additional leadership needs arise as a result of Rally Night for Cub Scouting, pack leadership should determine who is the best candidate to serve. Names of potential candidates should then be submitted to the pack committee and chartered organization for approval.

Once you have found the best leaders available and they have agreed to help deliver Scouting to boys, *support them.* Give them the help they need to get started, and provide continuing assistance, encouragement, and training. Let them know you want to help them be successful.

SECURING DEN CHIEFS

Following certain steps when recruiting den chiefs will help packs obtain the best boys available for the position.

1. The Cub Scout or Webelos Scout den leader lets the Cubmaster know that the den needs a den chief to help with den activities. (Tiger Cub dens don't have den chiefs.)

2. The Cubmaster explores den chief opportunities with a Scoutmaster, Varsity Scout Coach, or Venturing Advisor, discussing how the troop, team, or crew might be able to fill this leadership need within the pack.

3. The Scoutmaster, Varsity Scout Coach, or Venturing Advisor explains the importance of the den chief's leadership role to the young people in the troop, team, or crew.

4. The Scoutmaster, Varsity Scout Coach, or Venturing Advisor selects those Boy Scouts, Varsity Scouts, or Venturers who are best able to serve and coaches them in leadership skills as other unit youth leaders are coached.

5. The Scoutmaster, Varsity Scout Coach, or Venturing Advisor presents the den chief badge of office.

6. The Cubmaster confers with the den leader before making any den chief assignment.

7. The Cubmaster and den leader share in training the den chief. They arrange for the den chief to complete further training at a district- or council-sponsored Den Chief Training.

8. The Cubmaster visits the den chief's home and explains to his family the importance of their son's new responsibilities. Invite the den chief's family to a pack meeting so that they can see him in action.

9. The den chief is introduced and properly recognized at the next pack meeting through presentation of the den chief shoulder cord.

As the Scoutmaster, Coach, or Advisor is the leader who knows the most about the youth in the troop or crew, that adult leader plays an important part in the selection of the den chief. This selection also helps bring about a good unit-to-unit relationship, which is important for graduating boys from the pack into the troop.

Recruiting Leaders

The following information should help you recruit leaders who have been selected and approved by your pack committee:

1. **Personal visit.** The personal visit is the best way to recruit the leaders selected by your pack committee because it gives you an opportunity to get acquainted with the family and perhaps even interest a spouse in Cub Scouting at the same time. Personal contact is always the best method for encouraging potential leadership.

2. **Tell it like it is.** Explain the responsibilities of the position. Share with the prospect why the pack committee has selected him or her for the position. Be honest about how much time is involved, the meetings that the leader is expected to attend, how the program is financed, and the resources available to help the leader with the position. It is important to prevent misunderstandings.

3. **Recruit for one year at a time.** Let the prospect know that you are asking him or her for a specific time commitment. This knowledge gives the person a chance to move on gracefully when the year is completed; it also gives the Cubmaster and pack committee a chance to tactfully release leaders who are not adequately fulfilling their responsibilities. You will want to enlist many leaders for another year, but do so one year at a time.

4. **Training.** Let the prospect know that training is available and that leaders are expected to attend. Also let him or her know that other pack leaders, especially the pack trainer and unit commissioner, are willing to help and that Cub Scouting is a *team effort.*

5. **Value of leadership.** Emphasize that leadership is a worthwhile, satisfying role and is an opportunity to help boys grow. Tell what the benefits are to the prospect as well as to the program. Talk about your own commitment to Cub Scouting.

6. **Allow some time.** Give the prospect a few days to think about the decision and discuss it with family members. Set a definite time, however, when you will expect a response. This time factor lends a note of seriousness to the commitment and lets the prospect know that the decision is important to the pack.

7. **Persevere.** Let the prospect be free to say "No." Don't pressure. A leader who joins under pressure might not be the right person.

RECRUITING YOUTH MEMBERSHIP

Membership in Cub Scouting is accomplished through registration in local packs. Pack leaders reach out to families who have eligible boys and invite them to join. Pack leaders organize new dens and select qualified leadership for those dens.

Good membership is a sign of a healthy pack and a quality pack program.

The pack should have a systematic approach to year-round growth that ensures that as boys graduate from the pack into the troop, new boys are being recruited to take their places. Also, the pack charter needs to be renewed annually and in a timely manner to make sure boys do not lose the opportunities that come with being registered Cub Scouts.

A good membership program

- Provides Cub Scouting to many boys and their families
- Retains boys
- Graduates boy into Boy Scouting
- Does not have decreasing numbers
- Has a year-round growth plan to recruit new boys and families every year
- Has a plan to select quality leadership as the pack grows

Adding boys to a pack can benefit boys, families, and leaders. The more families that are involved, the more opportunities for boys to do exciting things and make friendships. New families can bring more leaders and resources to the pack, as well as bring more support to the chartered organization. Increased leadership can mean more hands to help and more personal satisfaction.

Joining Requirements

The joining requirements can be found on the Application for Youth Membership. They include four elements:

1. **Grade.** A boy must be in the first through fifth grade (or be 7, 8, 9, or 10 years old).

2. **Parental consent.** A boy must have the written consent of his parent or guardian.

3. **Registration**. A boy may register with the pack of his choice by paying the national registration fee.

4. **Youth application.** A boy and his parent or guardian complete the Application for Youth Membership. They agree to attend den and pack meetings regularly and the boy promises to do his best to be a good Cub Scout.

The parent signs an agreement to

- Help with advancement
- Attend monthly pack meetings
- Take part in other den and pack activities
- Assist den and pack leaders

When a boy completes these joining requirements, he and his family are inducted into the pack and he is assigned to a den.

All adult volunteers must complete the BSA official Adult Application.

Registration

The following steps outline the simple registration procedure:

1. The new boy and his parent fill out the Application for Youth Membership, complete with two copies, and present it to the Cubmaster with the registration fee. The health history on the back of the application must also be completed.
2. The Cubmaster completes the Temporary Membership Certificate (good for 60 days) and presents it to the new Cub Scout.
3. The Cubmaster signs the form and retains the pack record copy. The health history on the back side of the pack copy should be shared with the den leader.
4. The Cubmaster forwards the Application for Youth Membership, with the registration fees, to the local council service center as soon as possible.

All boys and adult leaders must be registered so that they will enjoy the benefits of the Scouting program.

Recruiting Boys

Boys learn about Cub Scouting in several different ways. They might have a friend who is a Cub Scout, they might be invited to attend a Rally Night for Cub Scouting or other recruitment meeting, or they might be contacted directly by the den or pack when they become eligible.

One of the most important functions of the pack committee is to set up and carry out a systematic, year-round recruiting plan to make sure every boy has a chance to become a Cub Scout. Studies have shown that the majority of boys who are not Cub Scouts have never been asked to join. The unit commissioner can be a big help in assisting your pack with a recruiting plan.

Pack Leadership and Membership Inventory Plan

The following elements can help ensure that a pack maintains good membership:

Pack Leadership and Membership Inventory Tally Sheet

Current number of leaders:

Tiger Cub _____

Cub Scout _____

Webelos Scout _____

Current number of dens:

Tiger Cub _____

Cub Scout _____

Webelos Scout _____

Current number of boys:

Tiger Cubs _____

Cub Scouts _____

Webelos Scouts _____

Number of boys needed to bring dens up to full strength:

Tiger Cubs _____

Cub Scouts _____

Webelos Scouts _____

Number of additional dens desired:

Tiger Cub _____

Cub Scout _____

Webelos Scout _____

Total number of boys to be recruited:

Tiger Cubs _____

Cub Scouts _____

Webelos Scouts _____

Number of pack leaders to be selected:

Tiger Cub den leaders _____

Cub Scout den leaders _____

Webelos den leaders _____

Cubmasters _____

Assistant Cubmasters _____

Pack committee members _____

Pack trainer _____

Den chiefs _____

1. **Pack Leadership Inventory.** Take an inventory of pack leadership to determine the number of quality leaders needed for the number of dens. Do this in the early spring.

   Discuss leadership goals with your unit commissioner and other pack leaders. See "Selecting Leaders" (page 10-3). Plan to have new leadership in place before establishing any new dens. New leaders should be selected, recruited, and trained before any recruitment campaign is begun.

2. **Pack Membership Inventory**. Take an inventory of pack membership to determine the number of new boys, leaders, and dens needed. Do this inventory in early spring.

   Discuss membership goals with your unit commissioner and other pack leaders. Plan spring recruitment activities when your pack may enroll graduating kindergarten boys into Tiger Cubs. Recruiting boys from additional grade levels will afford new Cub Scouts the opportunity to par-

ticipate in summertime outdoor experiences such as day camp, resident camp, and pack summertime activities.

Discuss plans to continue to enroll more Cub Scouts in fall membership campaigns.

A brief review of membership at each pack leaders' meeting will point out vacancies in dens and opportunities for boys to join.

3. **Census.** Conduct a census of the chartered organization and neighborhood to locate eligible boys.
   - Ask Tiger Cubs, Cub Scouts, and Webelos Scouts to invite these eligible boys and other prospects to visit a den meeting.
   - Invite families to the next pack meeting or invite them to attend a Rally Night for Cub Scouting or a roundup.

   If your pack is in the position of having too many new prospective members, ask your membership chair and unit commissioner to help start a new pack. There is no limit to the size of a pack; however, if a pack grows to seven or eight dens of eight boys each, there might not be time in pack meetings for each boy to participate in all activities. When a pack has grown to 60 or 70 boys, it's time to start thinking about a second pack.

   Find out when your local council will hold a Rally Night for Cub Scouting. Many councils hold these recruitment nights during the spring or fall to explain Cub Scouting to prospective members and their parents. If one isn't scheduled, ask your unit commissioner for help to set up your own.

4. **Ongoing Recruitment.** Using the information from the census, keep a list of prospects by grade level. Invite boys who are not Cub Scouts and their families to a pack meeting. Keep a recruitment poster on the bulletin board at school and/or at the chartered organization's meeting place.

   As a boy becomes eligible, someone should visit his family in their home if possible and tell them about Cub Scouting. Invite them to the pack meeting. This type of recruitment occurs all year and ensures that no boy is overlooked and that the pack maintains a stable membership.

5. **Roundup.** The roundup is an annual community program for filling existing packs, troops, teams, and crews. Special incentives are offered to boys and leaders for recruiting new members during the roundup. Information is available from your unit commissioner or the local council service center.

6. **Rally Night for Cub Scouting.** The Rally Night for Cub Scouting is a concerted effort to recruit members. It is usually led by the council membership committee in May, September, or October each year through school systems (private, parochial, and public), religious institutions, or other community organizations. One evening is designated for all parents to gather at the appointed location to learn about and join Cub Scouting. More information is available from your unit commissioner or the local council service center.

Transfers

When a Tiger Cub, Cub Scout, or Webelos Scout moves away, the pack should do what it can to help him continue in Cub Scouting at his new location. Give him a copy of the Transfer Form (see page 34-31) which will show his Scouting record to date. This form will enable him to continue his Cub Scouting work with full credit.

When a boy who has been a Cub Scout elsewhere joins the pack, leaders should ask for his Transfer Form (or write for it) to bring the den and pack records up to date. The Transfer Form lists advancement, offices held, and registration dates.

Similarly, leaders who have moved into a pack from another unit should bring with them a copy of the Leadership Transfer Notice (see page 34-32). This form will help leaders who move to new locations continue their service in Scouting.

The Lone Cub Scout

In many councils, some boys cannot take part in the regular program because they live in isolated rural areas or because of severe disabilities. These boys may register as Lone Cub Scouts.

Lone Cub Scouts work with a parent, neighbor, friend, or other adult who is known as a *Lone Cub Scout friend and counselor.* This adult is responsible for encouraging and helping the boy's development in learning the program, earning badges, and getting the most out of Cub Scouting. The boy's parent or guardian helps him with the advancement program.

Lone Cub Scouts register directly with their local council, using the standard Application for Youth Membership. Adult Lone Cub Scout friends and counselors use the Adult Application. Whenever possible, the Lone Cub Scout and his family may enjoy attending meetings of the nearest pack. They should also be invited to district and council activities.

RALLY NIGHT FOR CUB SCOUTING AND ROUNDUP

Rally Night for Cub Scouting and roundup are usually conducted with the help of district personnel, but they can be conducted at the den or pack level. Personnel included in the program are usually the Cubmaster, committee chair and/or members, pack trainer, den leaders, and unit commissioner.

Publicity for the Rally Night for Cub Scouting and roundup is important to assure good attendance. Since they are for new families only, a recruitment meeting is normally held on a night other than the regular pack meeting.

Suggested Roundup Agenda

Before the Meeting (20–30 minutes)

1. Set up tables and chairs as needed.
2. Set up exhibits of Cub Scout projects.
3. Make sure all materials and equipment are on hand.
   - Name tags, registration sheet, pens
   - Preopening game materials
   - Youth and adult registration applications
   - Ceremony and games equipment

Preopening Period (15 minutes)

1. The welcoming committee greets families as they arrive.
2. Register attendance.
3. Provide name tags for boys and adults.
4. Start a preopening get-acquainted game.
5. Direct visitors to the exhibit area and to their seats.

First Half of the Main Meeting (48 minutes)

Cub Scout Orientation (No. AV-01V012), a 10-minute video that orients parents and guardians of new Cub Scouts to the program, is available for use in recruitment meetings or other settings. The video reviews the role and responsibilities of Cub Scout parents and provides an overview of all phases of the Scouting program. Testimonials from leaders, parents, youth members, and community leaders emphasize the values, education, and character development that are key elements of Cub Scouting.

1. Opening period (5 minutes)
   - Lead the Pledge of Allegiance.
   - Teach the Cub Scout salute.
   - Lead a Cub Scout action song.
2. Welcome and introductions (3 minutes)
   - The Cubmaster or recruitment chair introduces pack leaders and guests.
   - An assistant Cubmaster or other adult takes boys to another room or outdoors for games and stories during the main part of the meeting.
3. Explain Cub Scouting (5 minutes).
   - Include the purpose of Scouting and the 10 purposes of Cub Scouting.
4. Explain the benefits of Cub Scouting for families (5 minutes).
5 Explain how Cub Scouting is organized (5 minutes).
6. Review the joining requirements listed above (page 10-4). (5 minutes).
7. Explain the advancement program (see Chapter 18, "Advancement") (10 minutes).
   - Discuss the advancement program, beginning with Bobcat requirements and ending with Webelos graduation into a troop. Explain that this will be reviewed in more detail at the den adults' meetings.
8. Explain how parents help their Cub Scout (10 minutes).
   - Review the "Parent Guide" in the boys' handbooks. (These will be covered in more detail at the den adults' meetings.)
   - Discuss family responsibilities. (See Chapter 5, "Family Involvement.")
   - Review the family's financial commitment upon joining the pack. Discuss registration fees, den dues, and money-earning projects of the pack.
   - Emphasize the importance of the uniform.
   - Have parents complete the Application for Youth Membership, going over it with them step by step. Emphasize the parental agreement on the application.
   - Ask all parents or adult family members to fill out the Family Talent Survey Sheet (see page 34-11).
   - Discuss *Boys' Life* magazine and its value and cost.

Program Groups Period (15 minutes)

At this point in the meeting, the boys can be brought back in to join the group. Have families participate in a song or game, and then divide them into three groups: one for boys of Tiger Cub age, one for boys of Wolf and Bear age, and one for boys of Webelos Scout age.

Previously selected den leaders are furnished with each program's appropriate materials and literature. During this period, den leaders collect the boy applications and fees from each family and make a list of boys in the den. The den leader and families should decide on a suitable den meeting day and set a date for the first den adults' meeting. (See Chapters 19–21, "The Tiger Cub Program," "The Wolf and Bear Programs," and "The Webelos Scout Program.")

1. Tiger Cub Group



The Tiger Cub den leader meets with the boys and their adult partners to explain den organization and the adult partner's role in Tiger Cubs. If a new den needs to be formed, pack leadership should determine who is the best candidate to serve as a Tiger Cub den leader. The Tiger Cub den leader should be selected from the pack's experienced leadership or from one of the new adult partners. Submit names of potential candidates to the pack committee and chartered organization for approval.

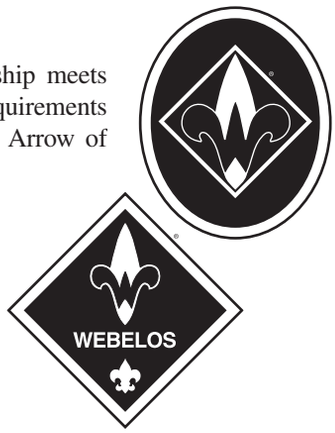
2. Cub Scout Group





Ask families to sit together by grade level. The Wolf Cub Scout den leader meets with the second-grade boys and their families to explain the Wolf badge, den organization, and family's role in Cub Scouting. The Bear Cub Scout den leader does the same for families of third-grade boys. If a new den needs to be formed, pack leadership should determine who is the best candidate to serve as a den leader and submit the names of the potential candidates to the pack committee and chartered organization for approval.

3. Webelos Scout Group



The Webelos den leadership meets with families to review the requirements for the Webelos badge and Arrow of Light Award, how dens are organized, and how families fit into the program. If a new den will be formed, determine who is the best candidate to serve as Webelos den leader and submit the names of the potential candidates to the pack committee and chartered organization for approval.

These group meetings are short and do not take the place of the den adults' meetings or parents' meetings that will be held at another time with the den leaders. (See Chapters 19–21, "The Tiger Cub Program," "The Wolf and Bear Programs," and "The Webelos Scout Program" for detailed information on den adults' meetings.)

Second Half of the Main Meeting (20 minutes)

Bring the groups back together to discuss the following:

1. Leadership (10 minutes)
   - Announce the date and place of each den meeting if that has been determined.
   - Discuss the adult registration fee and adult uniforms.
   - Have the pack trainer talk briefly about helping new den leaders get started—monthly pack leaders' meetings, Fast Start Training, basic training, roundtables, and pow wow or University of Scouting.
   - Invite the pack committee chair to talk briefly about the pack's plans for the future, mentioning some of the more exciting activities.
   - Discuss other pack leadership vacancies. Pack leadership should determine who are the best candidates to serve in these positions and then submit the names of the potential candidates to the pack committee and chartered organization for approval.
2. Registration (5 minutes)
   - Review the purpose of registration and answer any questions.
   - Collect all applications and fees. (Den leaders may have already collected the boys' registrations and fees during the program group period.)
3. Closing (5 minutes)
   - Provide information about the following training opportunities and meetings:
     —Fast Start Training
     —Basic Leader Training
     —The next pack leaders' meeting
     —The next pack meeting
     —District roundtable
   - Thank everyone for coming.
   - Close with an inspirational thought emphasizing the importance of family involvement.

After the Meeting

1. Enjoy fellowship and refreshments.
2. Check to make sure that the room is clean and returned to its original order.
3. Verify money and registration applications.
4. Calculate and prorate fees if necessary.
5. Keep the pack copy of the boy applications; turn in the other copies and fees to the local council service center as soon as possible.

6. Forward the adult applications and fees to the local council service center as soon as they have been approved by the chartered organization, keeping the pack copy.

Check with your local council for additional information and available resources on recruiting new boys and leaders.

ORGANIZING DENS

Previously selected den leaders frequently organize dens at recruitment meetings. When den leadership is not yet in place, the pack leadership must divide the boys into dens by grade level. Organize as many dens for each grade level as is necessary to serve the boys attending, remembering to leave room for growth within each den.

Den objectives can best be accomplished when a den has six to eight boys. When the den meets in a home, a group of six to eight usually allows for everyone to participate effectively. Sometimes, dens with fewer members find it hard to play some types of games and participate in some activities. On the other hand, too many boys can be stressful for the den leader and may reduce the opportunities for individuals to fully participate in activities.

When one new family joins a pack, the boy usually can be placed in an existing den. When the number of boys in a den reaches around eight, consider organizing another den for that grade level.

There are several ways to determine who will be members of a Cub Scout den. Often, a den is a natural play group of boys living in the same neighborhood. Other times, dens are made up of boys from widely scattered parts of the community who have met through school or another organization where boys meet and become friends.

If the pack's chartered organization is a religious or other community organization, it naturally will be interested in reaching at least some of its own boys. Sometimes, a new den starts with two or three boys from families who are members of the organization. These boys might invite their friends to join with them. In this way, it is possible to take a group of boys who are not a natural neighborhood group and help them become a natural group through the pull of the program.

Although it is preferable for Cub Scout dens to be made up of boys in the same grade level, circumstances sometimes dictate that a den have boys in more than one grade level.

In a rural community a neighborhood den is often made up of boys living several miles apart from each other. To solve transportation problems, their weekly den meeting might take place at school during lunch time or before the school bus leaves. Dens might also be organized along school bus routes. The boys of a den may get off the bus at the den leader's house on the afternoon of the den meeting.

REVITALIZING AN EXISTING PACK

If your pack needs to be strengthened or revitalized, it is best to start at the beginning unless it is obvious that some of the steps have already been fully understood or completed. Call on your district for help. The organization plan, as described in New Unit Organization Process (No. 34196), when carefully applied, will uncover any weakness that needs to be corrected.

If your pack has gone into a slump because of poor parental participation, you probably will find that new parents haven't been advised of their responsibilities to Cub Scouting and to the pack. You can remedy this situation in three ways:

1. Call a meeting of all parents and adult family members to review family responsibilities in Cub Scouting. Review the information on the Application for Youth Membership, which they signed when their sons joined.

2. Hold an afternoon or evening reorganization picnic or conduct a Cub Scout parent–leader orientation meeting.

3. Have each den leader invite parents and adult partners to a den adults' meeting to review the "Parent Guide" found in the boys' handbooks.

These methods have been successful in helping to strengthen packs. An extra push might be necessary to get parents to attend additional meetings.

CHARTER RENEWAL

Since 1916, when Congress granted a charter to the Boy Scouts of America, Scouting has granted charters to organizations. Scouting renews its federal charter annually by reporting to Congress. Likewise, chartered organizations report to Scouting once a year to renew their local charters.

Your chartered organization was issued a charter, effective for one year, to operate a Cub Scout pack. The charter year is not necessarily the same as the calendar or program year. Your current pack charter will show the charter expiration date. The district executive and unit commissioner will play an important role in helping your pack renew its charter each year.

There are five steps to renewing a pack's charter:

1. Four months (120 days) before the charter expiration date, the district executive visits the head of the chartered organization to discuss charter renewal and to determine the name of the key person in the pack who will be responsible. This person is usually a member of the pack committee.

2. At least 90 days before the charter expiration date, the district executive or commissioner meets with the key person in the pack to discuss the charter renewal. A charter renewal kit is given to the pack. The following items are covered in this meeting:

- Unit strengths and weaknesses are analyzed, and plans are made to strengthen any weaknesses.
- The pack's status in measuring up to the Quality Unit Award is discussed. Will the pack meet the Quality Unit Award standards?
- Plans are made to solve any leadership problems so that the pack will reregister on time.
- The date is set and preparations are made for the membership inventory and uniform inspection.
- The date is set for the charter renewal meeting.

3. Sixty days before the charter expiration date, the pack conducts a membership inventory and uniform inspection with the help of the unit commissioner. The following items should occur:
   - The local council service center provides two copies of a list of all Tiger Cubs, Cub Scouts, Webelos Scouts, and adults registered during the previous year.
   - Three or four weeks before the membership inventory, the unit commissioner meets with pack leaders to determine how to gather the information on unit operation (including membership, outdoor program, advancement, etc.) to be reviewed at the charter renewal meeting.
   - Approximately two weeks before the annual membership inventory and uniform inspection, uniform inspection forms are furnished to each Tiger Cub, Cub Scout, Webelos Scout, and registered adult. Members take these forms home so that they can check all details of their uniform and insignia. Often, den leaders will schedule a den uniform inspection just before pack inspection to be certain that uniforms are correct.
   - A uniform inspection team is organized in advance. The unit commissioner should be a part of this team. Secure one inspector for every eight members to be inspected.
4. Thirty days before the charter expiration date, the charter renewal meeting is held.
5. The date is set for the charter presentation. This is usually about two months after the pack is reregistered in the local council service center.

Annual Membership Inventory

Packs conduct an annual membership inventory and uniform inspection as part of the charter renewal process. This activity is done about two months before the charter expiration date to find out whether each boy

- Is active or inactive
- Participated in the pack's outdoor program
- Advanced in rank during the previous year

The results of the membership inventory are reviewed at the charter renewal meeting, and less active members are contacted to determine whether they will reregister.

Charter Renewal Meeting

The charter renewal meeting is the most important meeting in the life of the pack. It is a time for review, a time for long-term planning, and a time for growth.

Who Attends? The following people should be invited to the charter renewal meeting: the unit commissioner, chartered organization head, chartered organization representative, pack committee chair and members, and all other pack leaders.

Who Is Responsible? Either the chartered organization representative or pack committee chair presides unless the head of the chartered organization prefers to chair the meeting. The unit commissioner and pack committee members all have important parts in the meeting.

What Happens? The charter renewal materials explain the details of what should be included in the charter renewal meeting. Here is a general idea of what to expect:

- The membership inventory and inspection will be reviewed.
- Unit operation—including membership, program, advancement, outdoor activities, training status of leaders, and pack budget plan—will be reviewed.
- Pack needs will be identified. Individual committee members may report on their specific areas of responsibility and make recommendations for improvement.
- Requirements for the Quality Unit Award will be reviewed. Did the pack qualify?
- The application for charter renewal will be completed.
- The charter presentation ceremony will be planned.

Charter Renewal Application

Your local council service center provides a computer printout for the annual charter renewal of your pack. It includes information concerning your chartered organization, committee, leaders, and boy roster (including Tiger Cubs and their adult partners). The charter renewal application requires that you cross out the names of individuals not reregistering and any incorrect information. Write in the correct facts to update the information.

Secure the signatures of the executive officer of the chartered organization head and the council representative.

Forward the application to the local council service center with the necessary fees. Make additions to the pack roster simply by attaching registration applications for each new member.

Charter Presentation Ceremony

The unit commissioner works with the pack committee and chartered organization representative to plan and conduct the annual charter presentation ceremony.

The ceremony should be held at a meeting or activity of the chartered organization. All pack leaders and Cub Scout families should be invited to attend. This is an opportunity for the members of the chartered organization to learn more about Cub Scouting and recognize pack leaders for their work.

The charter is presented to the head of the chartered organization. This person presents individual membership certificates to the pack committee chair, who then presents the certificates to each committee member and the leaders. The Cubmaster may present the boys' membership cards directly to the Cub Scouts or have them presented through the den leader.

PACK FINANCES

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FINANCING THE PACK

Who Pays for Scouting?

Money for the Scouting movement comes from four general sources:

1. **The boy and his family** pay for the uniform, insignia, annual membership fee to the national organization, subscription to *Boys' Life* magazine (which is part of the pack budget plan), the boy's handbook, and weekly dues to cover ongoing expenses. Some packs furnish the handbooks as part of the pack budget plan. Families can also help Scouting by participating in the council's annual Friends of Scouting (FOS) campaign (see 11-5).

2. **The chartered organization** selects pack leadership and provides an adequate pack meeting place along with its maintenance and utilities. The organization may also determine some funding practices for the pack.

3. **The pack** maintains itself through its budget plan and money-earning projects. The boys' weekly dues are the primary source of funds for the pack budget.

4. **The community** contributes money and support, providing funds that enable local councils to service and guide chartered organizations and their units. In some communities, operating income comes through local United Ways or community appeals. In addition, many parents and friends of Scouting make an extra financial contribution to the Friends of Scouting (FOS) campaign. Funds are also made available by special bequests and other contributions.

Each boy and leader pays the national registration fee each year. This money helps fund the national organization and is not part of pack or council operating expenses.

THE PACK BUDGET PLAN

Cub Scouts need to develop an appreciation for money and how to earn, spend, share, and save it responsibly. The pack budget plan offers many practical suggestions for leaders to guide Cub Scouts in this important matter, and it lets families know exactly what benefits they are receiving from the dues they pay.

The budget plan teaches boys to earn their own way, to save for immediate needs, and to appreciate the value of money. Even though it might seem easier for a pack to collect a yearly fee from each pack family at the beginning of the year, this practice is discouraged because it defeats the real purpose of the budget plan.

The objectives of the budget plan are to teach boys how to handle money and to help them accept financial responsibility.

Who Is Responsible? Planning the pack budget is the responsibility of the pack committee, with the help of other pack leaders and families. The unit commissioner can also help develop the pack budget.

When? The budget is planned at a monthly pack leaders' meeting. It is best to plan the budget after the annual pack program planning conference.

What? The following decisions need to be made when planning the pack budget:

- What are our program plans for the coming year and what will these activities cost?
- What should our budget include?
- How much should weekly dues be? How much can we expect each boy to earn, save, and pay each week?
- Do we need a money-earning project to supplement the income from weekly dues?

How? After the pack leaders and committee members have developed the budget, they present it to pack families at a special business session of the pack meeting for a frank discussion and final approval. Emphasize each boy's personal responsibility in making the plan a success by the regular payment of his share of the dues. After final approval, the pack treasurer becomes responsible for carrying out the budget plan with the help of other leaders.

SUGGESTED BUDGET ITEMS

The following budget items are recommended; however, the pack may agree on others. Remember that any activities or expenditures not listed in the budget will require a money-earning project. The detailed budget plan and summary for the year may be worked out using "Our Pack Budget" found in the *Pack Record Book* (No. 33819).

1. **Registration.** When a boy joins Cub Scouting, the pack usually asks him to pay the full national registration fee regardless of the number of months remaining in the pack's charter year. The unit sends to the council the pro rata amount for those remaining months. The balance of the boy's fee is kept in the pack treasury to supplement his dues in paying the next full year's fee. This procedure ensures prompt registration at charter renewal time.

1 month —	$0.85	5 months —	$4.25	9 months —	$7.65
2 months —	$1.70	6 months —	$5.10	10 months—	$8.50
3 months —	$2.55	7 months —	$5.95	11 months—	$9.35
4 months —	$3.40	8 months —	$6.80	12 months—	$10.00

2. ***Boys' Life* Magazine.** This official publication of the Boy Scouts of America is provided to all members at $12 per year, or half the regular rate. Every boy should subscribe to *Boys' Life* because of the quality reading and the articles related to the unit's monthly program. The magazine is also important to a boy's growth in Scouting, and research shows that he will stay in Scouting longer and advance farther if he reads *Boys' Life*.

   If the reserve funds will allow, a new boy joining during the charter year should be signed up for *Boys' Life* on a pro rata basis. When reserve funds do not pay for the subscription, then the boy or his parents may be asked for the amount.

3. **Unit Accident Insurance.** Each pack should be covered by unit accident insurance to help meet the costs of medical care if accidents occur. (See Chapter 13, "Health and Safety.")

4. **Reserve Fund.** The reserve fund might be established by a gift or loan from the chartered organization or by a unit money-earning project. The reserve fund should meet unexpected expenses that occur before dues are collected or other money is earned. A new member's initial expenses may be met from the fund. A small portion of each boy's basic expenses is budgeted to maintain this fund. If the reserve fund falls below this amount, it should be restored through a money-earning project or other means.

5. **Other Basic Expenses.** These basic expenses include insignia of membership and rank for each boy to ensure prompt recognition as well as literature required by pack adult and boy leaders. Because service to others is fundamental in Scouting, the budget should include a goodwill project, a Good Turn, or a gift to the World Friendship Fund (see page 11-5).

6. **Program Materials.** Each pack needs to provide a certain amount of program materials. For example, it should have a U.S. flag, pack flag, and equipment and supplies for its regular program.

7. **Activities.** The size of the budgeted amount for activities depends on the pack program. Usually, activities such as Cub Scout pinewood derbies are financed by the boy and his family over and above the dues program. Also, refreshments at parties or parents' meetings can be homemade or met by a donation jar or "kitty" at the event. Regular unit funds should not be used for this purpose.

BUDGET WORKSHEET

To develop your pack budget, complete the worksheets below and then present them to the pack committee for their adoption. Be sure to keep families informed.

EXPECTED INCOME FOR THE YEAR

Number of meetings	_____
Total dues each meeting	$ _____
Annual dues per member (dues × number of meetings)	$ _____
Average membership in a year	$ _____
Total dues per year (annual dues × average membership)	$ _____
Other income	
_____	$ _____
_____	$ _____
_____	$ _____
Total other income	_____
Total budgeted income (total dues + total other income)	$ _____

BUDGETED EXPENSES FOR THE YEAR

A. Registration	$10.00	
Boys' Life	12.00	
Accident insurance for youth members and Tiger Cub adult partners	.74	
Reserve fund	_____	
Other basic expenses (badges, literature, goodwill)	$_____	
Total for boy		$ _____
B. Average yearly membership		$ _____
C. Total basic expenses (A × B)		$ _____
D. Program materials		$ _____
E. Activities		$ _____
Total budgeted expenses (C + D + E)		$ _____

COLLECTING DEN DUES

Once the budget plan is put into operation, every effort should be made to collect dues regularly. Den leaders are responsible for following through on this plan. A careful explanation to families as to how the dues are being spent will help emphasize the importance of their paying dues regularly.

Boys should be encouraged to earn the money for their weekly dues. Paying dues regularly is not easy, but it helps develop character in each boy. It gives him experience with handling money, teaches him financial responsibility, and gives him a positive attitude toward earning his own way. Families should be urged to find ways that boys can do small things around the house or neighborhood to earn money for the dues.

The following procedure may be used to collect den dues:

1. The pack treasurer gives a Monthly Den Dues Envelope to each den leader at the monthly pack leaders' meeting.
2. Den leaders collect the dues from the boys at each weekly den meeting. They put the money in the envelope and mark the names and amounts on the outside. They also mark the amount paid on the Individual Cub Scout Record, Tiger Cub Den Record, Cub Scout Den Record or Webelos Den Record (see pages 34-29, 34-19, and 34-21). The dues envelope is sealed and given to the pack treasurer at the pack leaders' meeting.
3. The treasurer opens the envelope in the presence of the den leader or other pack leader and returns the tear-off receipt from each envelope showing the total amount received.
4. The pack treasurer makes the appropriate entries in the financial section of the *Pack Record Book* from the information on the envelopes.
5. The treasurer deposits the money in the pack's bank account.
6. The empty dues envelopes can be given to the Cubmaster, pack secretary, or a committee member so that the dues record in the *Pack Record Book* can be completed.

If a boy falls behind in his dues, adult leaders should find out why. It might be necessary to help provide a solution, such as individual work projects.

HANDLING THE MONEY

Pack Bank Account. The pack's bank account is the responsibility of the pack treasurer, who makes deposits and pays all bills. The treasurer approves all budget expenditures and checks all disbursements against budget allowances. Larger amounts should not be spent without pack committee approval. Bills should be paid by check and countersigned by any two of the following: Cubmaster, committee chair, secretary, or treasurer.

Petty Cash Fund. Most packs provide a petty cash fund for each den as well as for the Cubmaster. This money is used for making small cash purchases such as insignia and craft materials. When the den leader or Cubmaster has spent the amount, receipted bills are turned in to the treasurer, and another small amount of petty cash is issued. This procedure saves time and money.

Ownership of Assets. The unit committee is the custodian of all unit funds, with supervision and advisement from the chartered organization and local council.

FINANCIAL RECORDS

The Monthly Den Dues Envelope is a handy means for the den leader to keep track of boys who pay regularly or pay in advance. It is also a reminder of those boys who need to catch up on back dues.

The "Finance Section" of the *Pack Record Book* should be pulled out and maintained by the pack treasurer. This is a complete financial record of income and expenditures and also has information on the pack budget plan and the treasurer's responsibilities.

The treasurer furnishes a brief report at each monthly pack-leaders' meeting on the status of the pack treasury. An-annual report that includes information on membership, activities, and finances should be submitted to the chartered organization.

The pack treasurer gives leadership to the den leaders in maintaining a coordinated record-keeping system. The Tiger Cub Den Record, Cub Scout Den Record, Webelos Den Record, and the Individual Cub Scout Records, which are maintained by the den, should reflect the same information as the finance section of the *Pack Record Book*. This method will show at a glance who is current and who is behind in paying dues.

The treasurer should periodically review the finance section with the Cubmaster or pack committee chair, comparing the finance section records against the dues payments recorded in the front part of the *Pack Record Book.*

PACK MONEY-EARNING PROJECTS

Finances for the purchase of den and pack flags or other items or equipment not provided for by the pack budget may be obtained from pack money-earning projects. Before deciding on money-earning projects, the pack should have a clear understanding of BSA rules regarding these matters. See Chapter 8, "Cub Scout Policies," for more guidelines on unit fund-raising and contributions.

The basis of any pack money-earning project should be "value received for money spent." No direct solicitation of funds by boys or adults is permitted.

A pack must follow certain rules when planning a money-earning project:

- Money-earning projects may be conducted only with council approval. **File a Unit Money-Earning Application** (see pages 34-45 and 34-46) with your local council service center to obtain approval.
- Money-earning projects are pack, not den, activities and should be suited to the ages and abilities of the boys. Proper adult supervision must be provided.
- The pack committee and chartered organization must approve all money-earning projects. The project must be implemented because there is a real Scouting need for it, not merely because someone offered an attractive plan. It is best if Cub Scouts can earn their own way.
- Be sure that your plan and date do not interfere with money-earning policies and programs of the chartered organization or local council.
- The plan must be free of gambling, in harmony with local laws, and consistent with the ideals of Scouting. Units should never raise funds through the sale of raffle tickets or chances for "door prizes" or other items.
- The selling of any product must be done on its own merits. The official uniforms are intended primarily for use in connection with the activities of the Scouting movement, but local councils may authorize their use under conditions and for purposes consistent with the principles of Scouting and the Scouting program.
- Tickets for any event other than a Scouting function are sold by boys as individuals, not in uniform. (Tickets can be sold by boys in uniform for Scouting shows, pack shows or dinners, or other Scouting events.)
- People should get their money's worth from any product they purchase, function they attend, or services they receive from your pack. The sale must stand on its own merit so that the buyer is not in any way subsidizing either Scouting or the boy.
- Boys should engage in money-earning projects only in neighborhoods that are safe and familiar, and they should use the buddy system.
- Train boys never to enter the home of a stranger and to know whom to contact in the event of an emergency. Also teach them to observe safe pedestrian practices.
- Activities should be conducted only during daylight hours.
- The territory covered should not infringe on the rights of any other Scouting unit in the same neighborhood. Check to be sure that you aren't covering another pack's or troop's territory.

- Be sure that people who need work or business will not suffer a loss as a result of your money-earning project. You should not sell products or offer services that are in direct conflict with established merchants or workers.
- Your pack's money-earning plan must protect the name and goodwill of the BSA and prevent it from being exploited by promoters of shows, benefits, or sales campaigns.
- If your pack signs any contracts, they must be signed by an individual without reference to the BSA. Contracts must not bind the BSA to any agreement of financial responsibility.

CONTRIBUTIONS AND DONATIONS

Scouting units are not tax-exempt units by virtue of their affiliation with the BSA. The tax-exempt status of an individual Scouting unit depends on the tax-exempt status of the chartered organization. Chartered organizations vary—from schools, religious organizations, civic clubs, neighborhood groups, businesses, industry, and others—and each has a different tax status. Some may be tax-exempt under IRS Code section 501(c)(3), and others may not be.

Contact your local council service center for information on tax-exempt status as it applies in your state.

WORLD FRIENDSHIP FUND

The BSA administers the World Friendship Fund to help Scouting associations around the world. Once a year the BSA asks packs to contribute to this fund. When the pack makes a donation, it receives a special certificate recognizing its support of Scouting around the world.

The contributions are used

- to provide uniforms and equipment for Scouts,
- to furnish literature and training materials,
- to give scholarships to Scout leaders to come to the United States for training.

Participating in the World Friendship Fund can lead to the following benefits:

- It is an opportunity for both boys and adults to be part of a worldwide Good Turn.
- It helps boys and leaders become more aware of the Scouting needs of others.
- It helps Scouting grow in other countries.
- It increases an understanding of the meaning of belonging to the worldwide brotherhood of Scouting.

A free kit of World Friendship Fund materials is available by writing to World Friendship Fund, International Division, S221, Boy Scouts of America, P.O. Box 152079, Irving, TX 75015-2079.

FRIENDS OF SCOUTING (FOS)

Each year the local council establishes a budget to provide unit service, administration, training, outdoor and camping facilities, and quality program activities in the continuing effort to serve more boys. Just as a pack raises funds for pack operation through den dues and money-earning projects, the council raises funds for council operation through the United Way and/or other methods.

Many councils conduct an annual Friends of Scouting (FOS) campaign to provide opportunities for parents, Scouters, and friends of Scouting to financially support the growth of the Scouting program. By enrolling as a Friend of Scouting and supporting your local United Way or community appeal, you can be helpful in providing financial resources for your local council. It is also helpful to explain to parents why the council conducts an FOS campaign.

UNIFORMS AND INSIGNIA

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UNIFORM POLICIES AND PROCEDURES, 12-1

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THE PURPOSE OF UNIFORMS IN THE BSA

Leaders and youth members wear a BSA uniform because it is a means of identifying ourselves openly with the principles and aims to which we are committed: character development, citizenship training, and physical and mental fitness. The fact that youth and adult members of Scouting wear a uniform doesn't mean that we're all alike. We come from different backgrounds, with different religious beliefs and political views. We are each individuals, with our own family traditions and loyalties. The uniform is not intended to hide our individuality, but it is a way we give each other strength and support. It is a bond that ties us together in making visible our commitments to a belief in God, to loyalty to our country, and to helping other people.

The Scouting movement is built on positive values. As we wear the uniform, we are openly identifying ourselves with those values. We stand together, not alone, in encouraging others to live by those same values. Boys and adults alike should take pride in belonging to such a movement and wear the uniform as it is intended.

UNIFORM POLICIES AND PROCEDURES

Wearing the uniform signifies membership in the BSA and commitment to its aims. There are certain rules about how and where the uniform should be worn. Furthermore, there is a correct place on the uniform for each badge and insignia. The national Cub Scout Committee, made up of volunteer Scouters from around the country, has the responsibility of setting the standards for the Cub Scouting uniforms. No changes or alterations in the uniform or badges may be made without its approval.

All Cub Scout leaders should become familiar with the rules and regulations on uniforming so that they can set a good example for the boys (see Chapter 8, "Cub Scout Policies").

BENEFITS OF COMPLETE UNIFORMING

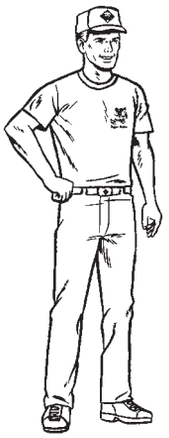
Benefits for Boys

1. A uniform gives boys a sense of belonging.
   - Boys need to belong to a group.
   - Boys dress the same and feel unity.
   - Boys dress the same and are not categorized or judged by who is or isn't wearing designer labels and brand-name clothes.
2. A uniform gives boys a sense of pride.
   - Uniforms can strengthen unit spirit.
   - Uniforms are a reminder of the commitment to the purpose and aims of the BSA.
   - Uniforms promote advancement by providing the proper place for wearing badges and awards.
   - Uniforms can attract new members.
3. A uniform encourages proper behavior.
   - Uniforms can remind boys to live up to the Cub Scout Promise, Law of the Pack, and Cub Scout motto.
   - As boys learn to respect the uniform and what it represents, their behavior improves.

Benefits for Leaders

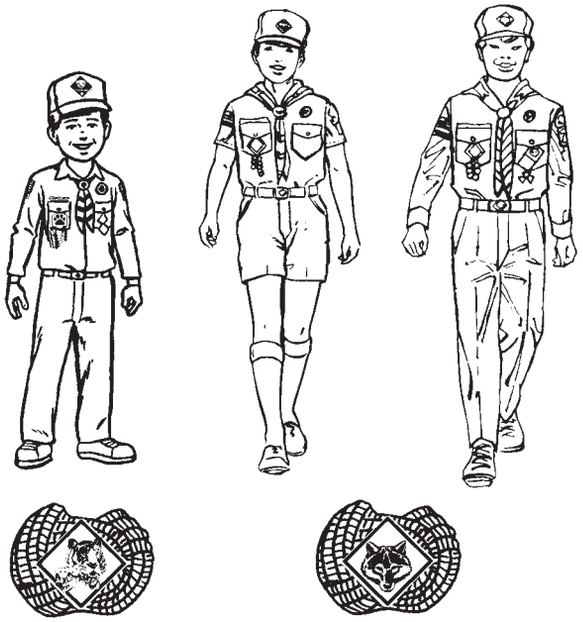
1. A uniform gives leaders a sense of belonging.
2. A uniform gives leaders a sense of pride.
3. A uniform affects the attitudes of boys.
   - The leader's attitude toward complete uniforming influences the attitude of the boys toward wearing their uniforms.
   - When a leader's uniform shows that he or she has earned awards, boys are inspired to earn awards, too.
   - Leaders in uniform, with insignia placed correctly, set a good example for boys.
4. A uniform improves tenure.
   - Leaders who regularly wear their uniform tend to stay in Scouting longer.
   - Uniformed leaders tend to participate more in activities and training than leaders who are not in uniform.

THE TIGER CUB UNIFORM



Although highly recommended, it is optional for adult partners to wear the official orange Tiger Cub T-shirt. An adult Tiger Cub cap and belt are also available.

THE TIGER CUB AND CUB SCOUT UNIFORM



The Tiger Cub and Cub Scout uniform consists of the following parts:

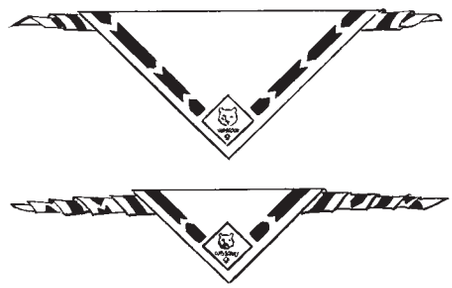
Trousers or shorts. Official blue, machine washable polyester/cotton.

Shirt. Official long- or short-sleeved dark blue shirt with button-flap pockets. Machine washable polyester/cotton. Has gold "Boy Scouts of America" lettering on the right shirt front. Insignia should be sewn on the shirt in the proper places.

Neckerchief. Official Tiger Cub neckerchief is worn by first grader (or 7-year old) boys; triangular orange with navy blue trim. Official Wolf neckerchief is worn by second-grade (or 8-year-old) Cub Scouts: triangular, gold with navy blue trim. Official Bear neckerchief is worn by third-grade (or 9-year-old) Cub Scouts: triangular, light blue with navy blue trim.

Official BSA neckerchiefs are the only neckerchiefs that boys should wear. Packs should not make their own pack neckerchiefs for boys to wear.

How to Wear the Neckerchief



1. Fold the long edge over several small flat folds to about 6 inches from the tip of the neckerchief. A tight fold prevents gathering around the neck and is more efficient than rolling or twirling.
2. Place the neckerchief around the neck over the turned-under collar of the uniform shirt; or wear under the shirt collar if desired.
3. Draw the neckerchief slide over the ends and adjust to fit snugly. Let the neckerchief ends hang loose.
4. The portion of the neckerchief showing below the back of the neck should measure no more than 6 inches.

Neckerchief Slide. Official gold-colored metal slide with Tiger Cub or Cub Scout emblem. Boys may also wear handmade neckerchief slides.

Cap. Official navy blue cap with orange front panel and Tiger Cub emblem for Tiger Cubs. Official navy blue cap with gold front panel and Wolf emblem for Cub Scouts in the Wolf program and light blue front panel with Bear emblem for Cub Scouts in the Bear program.

Belt. Official navy blue web belt with metal buckle and Tiger Cub or Cub Scout emblem.

Socks. Official navy blue with orange tops for Tiger Cubs and gold tops for Cub Scouts; are worn with shorts and with trousers.

Various other types of Cub Scout garments are available, such as official activity Tiger Cub T-shirts, sweatshirts, and red patch vests. These items are for casual wear and are not considered part of the official uniform. *Please note that individual uniform parts may not be worn with civilian clothing.*

THE WEBELOS SCOUT UNIFORM

Webelos Scouts may choose to wear either the blue Webelos uniform based on the Cub Scout uniform or the tan/olive uniform similar to the one that Boy Scouts wear. The location of badges and insignia is the same for both uniforms. For the blue uniform, boys wear the same trousers, shorts, and shirt as described for the Cub Scout uniform. For the tan/olive uniform, boys wear the official Boy Scout olive trousers or shorts and official Boy Scout tan long- or short-sleeved shirt with blue shoulder loops. Official blue socks (with gold tops) are worn with the blue uniform, and official olive socks (with red tops) are worn with the tan/olive uniform. The following parts are worn with both uniforms:

Neckerchief. Official triangular neckerchief; blue, green, gold, and red plaid, with Webelos emblem.

Neckerchief Slide. Official gold-colored metal slide with Webelos emblem. Boys may also wear handmade slides.

Cap. Official olive green cap with plaid front panel and Webelos emblem.

Belt. Official Cub Scout navy blue web belt with metal Webelos buckle. Official Boy Scout olive web belt with metal Boy Scout buckle or the blue belt with Webelos buckle may be worn with the tan/olive uniform. Note, however, that belt loop recognitions for the Cub Scout Academics and Sports program fit only on the blue web belt.

YOUTH INSIGNIA

Descriptions and illustrations of the official insignia identifying Tiger Cubs, Cub Scouts, and Webelos Scout ranks, offices, tenure, activity badges, and special awards are included. For more information, see the *Insignia Guide* and the Tiger Cub, Cub Scout and Webelos Scout Uniform Inspection Sheets (page 34-53). Also see Chapter 18, "Advancement," for more information on uniform insignia, especially advancement recognitions.

Badges of Identification and Tenure

Council shoulder emblem. A multicolor council emblem worn by all youth and adult members directly below the shoulder seam on the left sleeve.



U.S. flag emblem. A red, white, and blue embroidered emblem worn by all youth and adult members on the right sleeve. Centered directly below the shoulder seam, it is standard issue on all Scouting uniforms.



Pack numeral. A white numeral embroidered on a red background is worn by Tiger Cubs, Cub Scouts, Webelos Scouts, and all pack leaders directly below the council shoulder emblem (except when the veteran unit bar is worn).



Veteran Unit Bar. The veteran unit bar is worn by boys and adult leaders of qualifying packs. Veteran unit bars are available in five-year increments starting at 25 years. Worn directly below the council shoulder emblem, above and touching the pack numeral.



Veteran unit bar—50 Years. A gold embroidered bar worn by boys and adult leaders of packs that have been chartered 50 years. Worn directly below the council patch, above and touching the pack numeral.



Den numeral. A gold numeral embroidered on a navy blue background is worn by Tiger Cub, Cub Scouts, Cub Scout den leaders, Webelos Scouts, and Webelos den leaders. Centered immediately below and touching the U.S. flag on the right uniform sleeve.



Webelos dens may have a name and wear the appropriate "patrol" emblem instead of a den numeral, but they still must be referred to as dens and not patrols.

Service stars. Gold metallic numbered star worn with a colored background to indicate years of service in Scouting. Tiger Scouts, Cub Scouts, and Webelos Scouts wear star(s) with a gold background, centered ⅜ inch above the left shirt pocket.



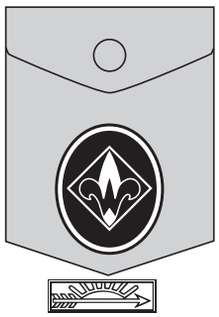
World Crest. May be worn by all members of Scouting to symbolize their membership in the World Scouting movement. Centered horizontally over the left pocket and vertically between the left shoulder seam and top of the pocket.



Badges of Rank



The left pocket of the official uniform for Cub Scouts shows placement of the Bobcat, Tiger Cub, Wolf, and Bear badges and Arrow Points. A diamond-shaped Webelos badge may be worn in place of the Tiger Cub badge by Webelos Scouts who did not earn the Tiger Cub badge.



When a Webelos Scout chooses to wear the oval-shaped Webelos badge, other badges of rank and Arrow Points are not included. The Arrow of Light Award goes below the pocket.

Note that small metal pin replicas of the badges of rank are available for civilian wear.

Bobcat. A diamond-shaped badge with a bobcat embroidered on a light blue background with gold trim. Efective June 1, 2006, a boy must earn the Bobcat before he can work on rank badges for Tiger Cub, Wolf, Bear, or Webelos Scout.

Tiger Cub. A diamond-shaped cloth badge with a black tiger embroidered on an orange background.



Wolf. A diamond-shaped cloth badge with a black and gray wolf embroidered on a red background with gold trim.

Bear. A diamond-shaped cloth badge with a brown and black bear embroidered on a green background with gold trim.

Webelos. There are two different Webelos rank badges. The one to be awarded depends on personal preference.

1. A tan oval-shaped cloth badge with an embroidered Webelos symbol. This badge is worn on the tan uniform shirt. When a boy wears the oval-shaped Webelos badge on his uniform, he does not include Arrow Points or Tiger Cub, Wolf, or Bear rank badges.

2. A diamond-shaped cloth badge with a gold and light blue embroidered Webelos symbol. Worn on the left pocket of the blue or tan uniform shirt with the other badges. A spot is available for this Webelos badge only if the boy did not earn the Tiger Cub badge.

Arrow of Light Award. A gold arrow embroidered on a tan background with a blue border, worn centered below the left pocket. This is the highest award in Cub Scouting and the only Cub Scout rank badge that may be worn on the Boy Scout uniform.

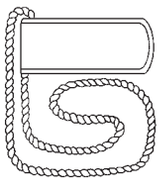
Badges of Office

Denner shoulder cord. A gold double-strand shoulder cord worn suspended from the left shoulder. Worn only during the term of office. The tab may be worn without the cord to indicate previous service as a denner.

Assistant denner shoulder cord. A gold single-strand shoulder cord worn suspended from the left shoulder. Also worn only during the term of office.



Denner shoulder cord



Assistant denner shoulder cord

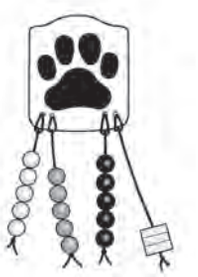
Webelos denners and assistants with the tan/olive uniform wear the cord, without the tab, under the left epaulet.

Denner shoulder tab. A gold felt tab that former denners may wear on the left shoulder.



Badges of Recognition

Tiger Cub Immediate Recognition Emblem. A Tiger paw with four strands for beads earned for completion of Tiger Cub achievement and elective requirements. It is worn suspended from the right shirt pocket.



- A white bead is earned for each required family activity a boy completes.
- An orange bead is earned for each required den activity a boy completes.
- A black bead is earned for each required Go See It a boy completes.

When the boy has earned all five white beads, all five orange beads, and all five black beads, he is eligible to receive his Tiger Cub badge.

Tiger Track beads. Boys earn one Tiger Track bead for completing 10 elective projects in the *Tiger Cub Handbook.* They may earn additional Tiger Track beads for each additional 10 elective projects completed. Tiger Track beads are worn on the fourth strand of the Tiger Cub Immediate Recognition Emblem.

Cub Scout Immediate Recognition Emblem. Blue, white, and yellow Cub Scout diamond with the words "Progress Toward Ranks." Worn on the button of the right shirt pocket.

- A yellow bead is presented for each three Wolf achievements completed toward the Wolf badge, until all four beads are earned and the boy is eligible to receive the Wolf badge.
- A red bead is presented for each three Bear achievements completed toward the Bear badge, until all four beads are earned and the boy is eligible to receive the Bear badge. Cub Scouts may continue to wear this emblem after ranks are earned until they become Webelos Scouts.



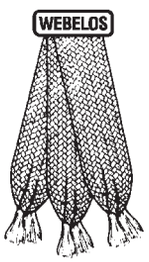
Arrow Points. Gold and silver embroidered arrow-shaped cloth badges indicating completion of Wolf and Bear electives. A Gold Arrow Point is earned by completing 10 projects in the Wolf or Bear handbook. A Silver Arrow Point is earned for each additional 10 elective projects completed. (See illustration on page 12-4 for proper placement.)

Webelos activity badges. (See Chapter 21, "The Webelos Scout Program.") Webelos Scouts receive a different metal pin for each activity badge completed. Activity badges are worn on the plaid front panel of the Webelos cap. Activity badges may also be worn on the Webelos colors worn on the right sleeve (see below).



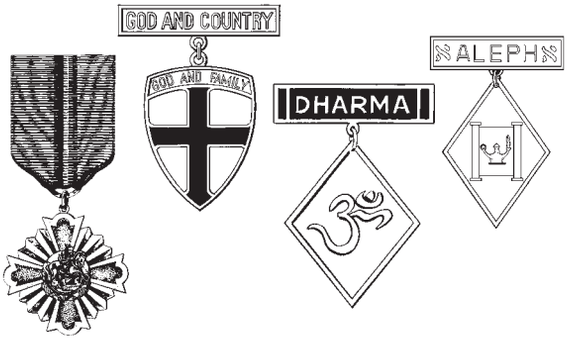


Compass points emblem. Blue, red, and gold embroidered emblem attached to the button of the right shirt pocket. Presented to a Webelos Scout who earns four activity badges in addition to those earned for the Webelos badge (for a total of seven). Metal compass points may be earned for each four additional activity badges and are worn affixed in the "E," "S," and "W" positions of the emblem.



Webelos colors (optional). Green, red, and gold streamers on a blue metal bar. A pack option for Webelos Scouts to wear on the right sleeve under and touching the U.S. flag. (It covers the den emblem and Quality Unit insignia.) If the den number is worn, Webelos colors should be under and touching the den number. If colors are worn, activity badges are worn on the streamers.

Religious emblems. Tiger Cubs, Cub Scouts, and Webelos Scouts may earn religious emblems, which are worn centered above the left pocket of the uniform. Emblems are worn only on formal occasions such as during official uniform inspections and for blue and gold banquets. The religious emblem square knot, an embroidered silver square knot on a purple background, is worn by a boy who has earned his religious emblem. It is worn above the left pocket of the uniform shirt.



Activity medals. Tiger Cubs, Cub Scouts, and Webelos Scouts may earn activity medals for participation in derbies or other contests. The medals are worn centered above the left shirt pocket. Only five medals may be worn at a time, pinned in a single row immediately above the seam of the left pocket. These medals should be worn only on special occasions.



Pinewood Derby Regatta Rocket Derby

Cub Scout Academics and Sports program recognition. Belt loops are worn on the navy blue Cub Scout belt only. The blue belt may be worn with the Webelos tan/olive uniform. Pins are worn only on non-uniform clothes or may be displayed on the Cub Scout Academics and Sports letter. (See Chapter 31, "Cub Scout Academics and Sports Program.")

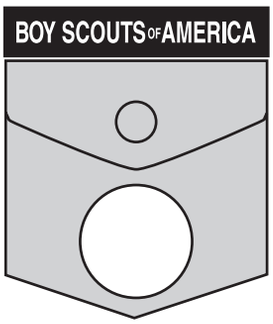
Cub Scout World Conservation Award. Worn as a temporary patch on the right pocket. See information about temporary insignia below.

Badges of Participation



Attendance pin and bar. A gold-colored pin that Tiger Cubs, Cub Scouts, and Webelos Scouts may wear to recognize good attendance at den and pack meetings. Year bars are available to attach to the first-year bar and pin. Worn centered above the left pocket. Requirements for this recognition are determined by the pack committee.

Temporary insignia. Any insignia authorized by the local council for a particular purpose, such as Scoutorama, Cub Scout day camp, World Conservation Award, roundup programs, etc. Worn centered on the right pocket of the uniform shirt. Only one temporary patch in addition to the immediate recognition or compass points emblem may be worn at a time.



Temporary insignia are worn centered on the right pocket of the uniform shirt. The National Summertime Pack Award pin is centered on the right pocket flap.

National Summertime Pack Award pin. A gold sunburst pin given to Tiger Cubs, Cub Scouts, and Webelos Scouts in packs earning the National Summertime Pack Award. Boys must participate in all three summer pack activities to be eligible for the award. The award may be earned every summer if the pack meets the requirements for the award. This award, which is not earned by adults, is worn centered on the right pocket flap of the uniform shirt. If the boy has earned the Cub Scout Outdoor Activity Award, the pin is worn over the patch.

Recruiter strip. A cloth strip presented to Cub Scouts and Webelos Scouts for recruiting another boy into the program. Worn centered below the right pocket.



Centennial Quality Unit Award. Embroidered cloth strip worn by boys and leaders in packs who meet the criteria. See the Centennial Quality Awards Program, No. 14-175-2. Worn centered on the right sleeve 4 inches below the shoulder seam. Only the most recent award may be worn; each year will have a different color.



Cub Scout Academics and Sports program participation emblem. All boys and adults who participate in the Cub Scout Academics and Sports program may earn this emblem, which is considered a temporary insignia and should be worn in the same manner as other temporary insignia (see above).



Cub Scout Academics and Sports letter. The Academics and Sports letter "C" is available for display of Academics and Sports pins that Tiger Cubs, Cub Scouts, and Webelos Scouts earn. The letter, representing "Cub Scouts," is designed to be worn on a sweater or jacket or displayed in a frame or otherwise; *it is not worn on the uniform.* There are no specific requirements for earning the letter; it is designed for display of pins only.



DEN CHIEF UNIFORM AND INSIGNIA

The den chief is a Boy Scout, Varsity Scout, or Venturer who wears the appropriate uniform. (See the *Boy Scout Handbook.*) In addition, a den chief wears the following:

Den chief badge of office. A round tan cloth badge embroidered in green and gold, worn on the left uniform sleeve directly below and touching the unit numeral, while serving as a den chief.



Den chief shoulder cord. Double strand of blue and gold interwoven cord, worn suspended from the uniform epaulet on the left shoulder of the Boy Scout or Venturing uniform, with the cord passing under the armpit.



Webelos den chief shoulder cord. Double strand of blue, red, and gold interwoven cord worn in the same manner as the den chief shoulder cord.

Den Chief Service Award. A special recognition given to den chiefs who complete certain service and training requirements. Presented with approval by the Cubmaster and Scoutmaster. (See the *Den Chief Handbook* for requirements and procedures.) A distinctive red, white, and blue shoulder cord worn with the regular den chief or Webelos den chief cord. May be worn after den chief service is completed.

ADULT LEADER UNIFORMS

As adults set the example for boys, they should be careful that the uniform example is proper.

Female Cub Scout Leader Uniforms

All female leaders in Cub Scouting have the option of wearing either the traditional blue and gold or the optional tan/olive uniform (with blue shoulder epaulets). Female Cub Scouters have several other uniform options—slacks, shorts, or culottes—that are suitable for all types of Scouting occasions. (See Female Leader Uniform Inspection Sheet, page 34-55.)



Female Cub Scout leader uniforms

Blouse. Official yellow or tan with short or long sleeves and "Boy Scouts of America" stitched in red. Worn with blue shoulder loops.

Slacks or shorts. Official navy blue slacks or shorts, worn with the yellow blouse. Blue shorts are worn with official navy blue socks with gold top. The olive slacks or shorts may be worn with the tan blouse and the olive socks with red tops.

Culottes. Official navy blue culottes, worn with the yellow blouse. The olive culottes may be worn with the tan blouse.

Scarf. Designer scarf, navy and gold, for optional wear with the yellow blouse, worn in the style of the wearer's choice. The red and olive scarf is for optional wear with the tan blouse.

Tiger Cub den leader neckerchief (optional). Tiger Cub den leaders wear an official navy blue Tiger Cub leader neckerchief with the Tiger Cub logo and the words, "Tiger Cub Leader" around it.

Cub Scout leader neckerchief (optional). Official navy blue Cub Scout leader neckerchief with gold edging and gold Cub Scout emblem. May be worn with any official or handmade neckerchief slide.

Webelos den leader neckerchief (optional). Webelos den leaders wear a plaid neckerchief similar to that of Webelos Scouts except that it is larger and has gold embroidered edging. May be worn with the Webelos neckerchief slide or a handmade slide.

Socks. Official navy blue socks with gold top. Worn with shorts. Scouters wearing the tan/olive uniform wear olive socks with red top.

Belt. Official blue or olive web belt may be worn with the corresponding uniform. Official leather belt may also be worn.

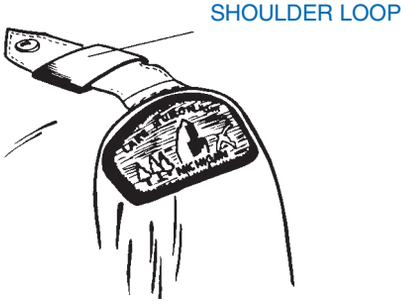
Cap (optional). Leaders may wear the same visored cap as the youth they serve.

Male Cub Scout Leader Uniforms

All male Cub Scout and Boy Scout leaders wear the same uniform with colored shoulder loops to identify their participation in different Scouting programs. Blue loops indicate affiliation with a Cub Scout pack. (See Male Leader Uniform Inspection Sheet, page 34-57.)



Male Cub Scout leader uniforms



Trousers or shorts. Official olive color. Also available for dress wear are polyester and wool-blend trousers and shorts.

Shirt. Official tan, with long or short sleeves and button-down pockets and shoulder epaulets. Worn with blue shoulder loops.

Socks. Worn with shorts—olive with red top. Official olive socks are worn with trousers.

Belt. Official olive web belt or official leather belt may be worn.

Cap (optional). Leaders either wear the blue and gold leaders' cap, or they wear the same visored cap as the youth they serve.

Tie. Men's uniform shirt may be worn with or without tan dress tie or Cub Scout leader bolo tie.

Tiger Cub den leader neckerchief (optional). Tiger Cub den leaders wear an official navy blue Tiger Cub leader neckerchief with the Tiger Cub logo and the words, "Tiger Cub Leader" around it.

Cub Scout leader neckerchief (optional). Official navy blue Cub Scout leader neckerchief with gold edging and gold Cub Scout emblem. May be worn with any official or handmade neckerchief slide.

Webelos den leader neckerchief (optional). Webelos den leaders wear a plaid neckerchief similar to that of Webelos Scouts except that it is larger and has gold embroidered edging. May be worn with the Webelos neckerchief slide or a handmade slide.

Dress Uniforms for Leaders

The Cub Scout leader dress uniform—a navy blazer with gray slacks for men and gray slacks or skirt for women—with appropriate blazer emblem may be worn on formal occasions. Women may wear the dress uniform scarf. Men wear the red/blue/silver tie.

ADULT LEADER INSIGNIA

Most of the insignia that leaders wear are the same as for Cub Scouts, with the exception of badges for advancement. Adult leaders should neither seek nor wear advancement awards because advancement is designed for the boys; however, adult male Cub Scout leaders may wear square knots representing the Arrow of Light Award, the Eagle Scout Award, and religious emblems they earned as a youth.

Badges of Identification and Tenure

Council patch. Same as for boys.

U.S. flag emblem. Same as for boys.

Pack numeral. Same as for boys.

Veteran unit bars. Same as for boys.

Den numerals. Worn by Tiger Cub den leaders, Cub Scout den leaders, and Webelos den leaders. Centered immediately below and touching the U.S. flag on the right uniform sleeve.

Service stars. Adult leaders wear a service star with a light blue background to indicate years of service as an adult leader in Scouting. Adults who were youth members may wear multiple stars with different backings (gold for Cub Scouts, green for Boy Scouts, red for Venturers, brown for Varsity Scouts) or may combine all BSA tenure in a single star with a blue background.

World Crest. Same as for boys.

Nameplates. Leaders may wear a nameplate, if desired, either above the BSA strip, above the interpreter strip, or centered on the right breast pocket flap. May also be worn at the top edge of the left breast pocket lapel on the male dress uniform or on the right lapel of the female dress uniform.

Leaders do not wear nameplates on their right pocket flaps if they are wearing the Order of Arrow lodge insignia.



Badges of Office

All Cub Scout leaders wear round cloth badges of office on the left uniform sleeve, centered directly below and touching the pack numeral. All are gold embroidered on a dark blue background with a gold border except the Cubmaster emblem, which has silver embroidery and border.



Pack Committee Chairman



Pack Committee



Cubmaster



Assistant Cubmaster



Pack Trainer



Tiger Cub Den Leader



Cub Scout Den Leader



Assistant Cub Scout Den Leader



Webelos Den Leader



Assistant Webelos Den Leader

Trained emblem. When Cub Scout leaders have completed Fast Start and basic training for their positions, they are eligible to wear the "Trained" strip below the badge of office.



Badges of Recognition and Participation

Temporary insignia. Any insignia authorized by the local council for a particular purpose, such as Scoutoramas, Cub Scout day camp, roundup program, pow wow, etc. Only one such patch may be worn at a time. Cub Scout leaders may wear one temporary insignia centered between the right shoulder seam and the BSA strip, above the pocket.

Centennial Quality Unit Award. Same as for boys. Only the most recent award may be worn.

Religious emblems. Religious emblems that adult leaders have received are worn centered above the left uniform shirt pocket. Emblems should be worn only on formal occasions such as for official uniform inspections or during blue and gold banquets, dinners, troop courts of honor, etc. An embroidered square knot may be worn to represent the religious emblem.

Cub Scout leader awards (square knots). Leaders may wear embroidered square knots for earning special recognitions. For a list of requirements for the different knots, see Chapter 25, "Cub Scout Leader Recognition Awards."

Square knots are worn centered above the left uniform pocket, in rows of three. There is no particular order in which they should be worn.

Take care that square knots are sewn on right side up. The loop of the embroidered square knot that comes in front of the standing part is always to the wearer's right.

Cub Scout leaders who have earned special recognitions may wear the following embroidered square knots:

- **Cubmaster Award.** Blue knot on a gold background.
- **Cub Scouter Award.** Blue and gold knot on a blue background. Worn with the blue part of the knot to the wearer's right.
- **Tiger Cub Den Leader Award.** Orange and black knot on a yellow background.
- **Cub Scout Den Leader Award.** Gold knot on a blue background.
- **Pack Trainer Award.** Royal blue and bright gold knot on a bright yellow background.
- **Webelos Den Leader Award.** Gold knot on a yellow background.
- **Religious emblems.** Leaders who receive religious awards as an adult wear a purple knot on a silver background. Leaders who earned religious awards as youth wear a silver knot on a purple background. Adults may wear both knots if they satisfy qualifying criteria.
- **Arrow of Light Award.** Men who earned the Arrow of Light Award as a boy may wear a red and green knot on a tan background, bordered in gold. The green end of the knot is worn to the wearer's right.
- **Eagle Scout Award.** Men who have earned the Eagle Scout Award wear a red, white, and blue knot on a tan background.
- **Venturing Silver Award.** Former Venturers who earned the Silver Award as a youth wear a silver knot on a green and white background. The green is worn to the left.
- **Quartermaster Award.** Former Sea Scouts who earned the Quartermaster Award as a youth wear a navy blue knot on a white background.



Wood Badge regalia. Consists of Wood Badge neckerchief, Wood Badge woggle (slide), and Wood Badge beads. Worn by Cub Scouters who have satisfactorily completed all phases of Wood Badge, BSA's advanced training. Beads are worn with the official field uniform, under the Wood Badge neckerchief and over the ends below the woggle.

Wood Badge beads are not worn on civilian clothes, the dress blazer uniform, or with a T-shirt. Wood Badge beads may be worn with a neckerchief as indicated or alone.

For additional information on various awards and recognitions, see the *Insignia Guide* (No. 33066).

HOW TO WEAR THE UNIFORM

The Cub Scout and adult leader uniforms are suitable for Scouting functions and should be worn at all Scouting meetings and activities. There are certain times when the uniform should *not* be worn. (See Chapter 8, "Cub Scout Policies.")

To set a good example for the boys, leaders will want to make sure that they wear their insignia correctly. Insignia should be worn only as described on the preceding pages and in the *Insignia Guide* or on official uniform inspection sheets.

Uniform parts should not be worn separately or with civilian clothing. The entire uniform should be worn or not at all. The pack does not have the authority to make changes to the uniform.

Caps. Uniform caps may be worn indoors while the individual, den, or pack is participating in formal ceremonies or service projects such as flag ceremonies, uniform inspections, orderly duty, ushering, etc. (except in religious institutions where custom forbids). In any informal indoor activity where no official ceremony is involved, the cap should be removed.

Neckerchiefs. The official Tiger Cub, Wolf, Bear, and Webelos neckerchiefs are the only neckerchiefs that boys may wear. All Tiger Cub den leaders may wear the Tiger Cub den leader neckerchief. All pack leaders and Cub Scout den leaders may wear the Cub Scout leader neckerchief. Webelos den leaders may wear Webelos den leader neckerchiefs. Neckerchiefs are worn only with the official uniform and never with T-shirts or civilian clothing.

Temporary insignia. Adults may wear only one temporary badge at a time. Tiger Cubs, Cub Scouts, and Webelos Scouts may wear one temporary insignia in addition to the immediate recognition patch or compass points emblem. Temporary insignia are not required for correct uniforming. Additional temporary badges can be displayed on trophy skins, wall plaques, patch blankets, the BSA red patch vest, etc.

Jackets. Red official jackets in nylon, wool, and poplin are available for optional wear by boys and adult leaders. The universal Cub Scout emblem should be worn on the left pocket. The Philmont bull emblem is specially designed for the red wool jac-shirt and is sewn on the left shoulder above the pocket. Only one large patch (such as the Order of the Arrow, National Eagle Scout Association, National Camping School, jamboree, and international participation emblems) may be worn on the back of the jacket. The jacket should not be used to display any other insignia.

Patch vest. A red vest is available to display temporary insignia and previously earned badges and insignia.

HOW TO UNIFORM YOUR PACK

The uniform helps you achieve the purposes of Cub Scouting, so you will want to make sure that all of the boys and adult leaders in your pack are completely and correctly uniformed. Leader attitudes toward uniforming are important because leaders influence the attitudes of boys. When leaders are in uniform, boys will know that uniforms are important and necessary. When leaders wear badges and insignia incorrectly, boys get the impression that proper uniforming isn't required or necessary.

Remember that uniforms identify boys and leaders as members of the BSA. Make sure that they wear the full and correct uniform. When a boy joins the pack, be sure to impress on his family the importance of the uniform. Suggest that the boy begin his Cub Scout experience by helping to earn part of the cost of his uniform.

The pack committee should set the goal of 100 percent boy and adult leader uniforming. This can be accomplished several ways:

1. Establish a pack uniform exchange. Boys graduating from Cub Scouting donate their "experienced" uniforms to the pack, which are distributed as needed. Emphasize the fact that these uniforms are "experienced" rather than "used." This adds some appeal from the boys' point of view.

2. Make arrangements with agencies such as Goodwill Industries, The Salvation Army, and Volunteers of America to get Cub Scout and leader uniforms that might be donated to them. Some packs help these agencies collect used clothing and furniture in return for the uniforms. Your council might also have contacts with such agencies through which you can obtain uniforms. Watch for garage sales, rummage sales, tag sales, and yard sales. You might also find experienced uniform items in a consignment shop.

3. Schedule pack money-earning projects to earn funds for uniforms.

4. Encourage families and friends to give uniforms as gifts on holidays and birthdays.

5. Some packs encourage proper uniforming by giving a new Cub Scout his pack and den numerals. These can be bought with funds from the pack treasury.

UNIFORM INSPECTIONS

Den and pack uniform inspections have both group and individual benefits. They improve the pack's appearance at the same time as they help develop in the boys a feeling of pride in wearing their uniforms and insignia correctly. Uniform inspections are morale features rather than major parts of a den or pack meeting, so keep them short and snappy.

The appendix includes uniform inspection sheets for boys (page 34-53) and leaders (pages 34-55 through 34-58).

Den Uniform Inspection

Hold den uniform inspections several times each year. The den chief can help check the boys' uniforms against the official inspection sheet.

1. Two or three weeks before the pack's uniform inspection, give boys copies of the Tiger Cub, Cub Scout, and Webelos Scout Uniform Inspection Sheet to take home. (See the appendix or www.scouting.org/forms.)
2. With help from their families, they make sure that their uniforms are correct, with insignia properly placed.
3. About a week before the pack inspection, hold the den uniform inspection to make certain that everything is in order.
4. Remind boys to bring their inspection sheets to the pack meeting so the person in charge of the pack inspection can mark them.

Pack Uniform Inspection

A pack membership inventory and uniform inspection is part of the annual charter renewal process and is held about two months before the charter expiration date. The unit commissioner usually conducts the pack inspection with the help of other leaders. Den leaders and den chiefs may help inspect the uniforms of their own dens. During a pack uniform inspection, both boys' and adults' uniforms are checked.

1. Set a date for the inspection and choose someone to be in charge (usually the unit commissioner).
2. Two or three weeks before the inspection, give each boy and adult leader a copy of the proper uniform inspection sheet. Ask them to check their uniforms at home and bring the sheets to the pack inspection. Tiger Cubs are reminded of proper uniforming for their program.
3. The inspector obtains additional help—usually one person for every eight members to be inspected. The inspection team goes over the rules ahead of time and agrees on points, etc.
4. On membership inventory and inspection night, the Cubmaster assembles the pack in den groups and introduces the inspection team.
5. The inspection team moves through the group, checking each item on the inspection sheet and recognizing those members who pass the inspection.

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HEALTH AND SAFETY

The Boy Scouts of America has an outstanding record in providing for the physical well-being of its members. You, as a Cub Scout leader, are responsible for the boys in your care, and your boys' health and safety are of primary importance. When you take this responsibility seriously, problems rarely occur. You should set a good example of staying healthy yourself and following all safety rules. You are also encouraged to know basic first aid.

The information in this chapter will help you maintain high standards of health and safety in the den and pack.

Information on conducting safe Cub Scouting activities can be found in the *Guide to Safe Scouting* (No. 34416), which is also available on the BSA's official Web site (http://www.scouting.org/pubs/gss). Every leader should have a current edition of this publication.

Teaching Health and Fitness

You must be aware of any complication that can occur in any boy because of a temporary or permanent medical condition. Learn which boys are subject to (1) convulsions; (2) allergies to insect stings, certain foods, plants, animals, or medications; (3) diabetes; (4) bleeding disorders; or (5) any other condition that requires any form of regular medication or discipline. If boys do have a problem, you can get help more quickly if you are informed.

1. When a boy registers, ask the parent or guardian to fill out a health history. Health histories should be kept current, either by annual updating or by commpletion of a Class 1 and Class 2 Personal Health and Medical Record each year (No. 34414, see page 34-51).

2. During your first visit with his family, discuss the boy's general health. Discuss topics such as regular medications and potential health problems. Show that you are interested in the boy as an individual; the family will appreciate your concern. Become familiar with what kind of medical and hospital insurance the family carries.

3. Observe each boy during regular meeting activities so that you are familiar with his normal behavior pattern. This knowledge will make it easier to spot irregularities that might indicate a problem.

4. Emphasize the importance of regular medical checkups. A brief talk by a physician at a pack meeting or an occasional reminder can be helpful.

5. Encourage boys to learn and practice good health habits, including proper diet, exercise, rest, and personal hygiene.

6. Teach games, contests, and physical tests that will help boys grow strong and healthy. The Tiger Cub, Wolf, and Bear achievements and electives and Webelos activity badges will help in this area.

7. Invite special guests, such as a dentist or an emergency medical technician, to talk briefly at a pack meeting about health issues.

Teaching Safety Awareness

You are responsible for safety while the boys are in your care. Ensure that everyone follows all safety rules at all times during den and pack meetings and activities.

1. Using the Cub Scout achievements, electives, and activity badges, teach the boys the rules about home, fire, and water safety.

2. Use the Meeting Place Inspection Checklist (see page 34-43) to check for accident hazards at the meeting place.

3. Use a few minutes of a den or pack parents' meeting to discuss the value of teaching boys to cope with the everyday hazards of living.
   - Parents often place too much emphasis on keeping children away from hazards and not enough on teaching them what to do when they are faced with hazards (such as a broken electric cord).
   - Instead of asking boys to stay off the streets, teach them the proper precautions for street safety.
   - Instead of keeping boys indoors in cold weather, teach them how to dress to protect themselves from the cold.

4. Invite local experts to visit with parents and boys:
   - A firefighter could talk about fire hazards in the home.
   - A police officer could talk about simple traffic rules and the importance of wearing seat belts.
   - An authority on swimming and boating could tell what to do if a boat tips over during a family outing.

Qualified Supervision

All unit, district, council, and national event activities must be supervised by a mature and conscientious adult at least age 21 who understands and knowingly accepts responsibility for the safety of youth members in his or her care, who is experienced with the skills and equipment involved in the activity, and who is committed to compliance with BSA safety guidelines.

INSURANCE

All vehicles must be covered by automobile liability insurance with limits that meet or exceed requirements of the state in which the vehicle is licensed. It is recommended that coverage limits are at least $50,000/$100,000/$50,000. Any vehicle designed to carry 10 or more passengers is required to have limits of $100,000/$500,00/$100,000.

Pack Insurance

If your council has not purchased accident and sickness coverage on a councilwide basis, it is suggested that the pack purchase a unit accident and sickness policy.

Unit Accident Insurance Plan (Health Special Risk)

Some councils purchase accident and sickness insurance for all units registered through the council. If your council has not, your unit may purchase accident insurance through the council. Information is sent to units each year in their charter renewal kits, and the coverage must be applied for by the unit. This plan provides coverage for accident medical expenses and accidental death and dismemberment while participating in an official Scouting activity and while traveling to and from an official Scouting activity. New members are automatically covered under the plan until the renewal date. Non-Scouts attending scheduled activities for the purpose of being encouraged to participate in Scouting are also automatically covered; however, the plan does not cover parents, siblings, or other guests.

Health Special Risk can be contacted directly at 1-866-726-8870 or boyscouts@hsri.com.

TRANSPORTATION SAFETY

Automobile Safety During BSA Activities

Drivers of motor vehicles must be properly licensed, at least 18 years of age, have adequate insurance, and be approved by the pack committee. (See Chapter 8, "Cub Scout Policies.")

Most accidents occur within a short distance from home, so safety precautions are necessary even on short trips. It is essential that adequate, safe, and responsible transportation be used for den and pack activities. Passenger cars, vans, or station wagons may be used for transporting passengers; individual seat belts must be available for, and used by, all boys and adults, including the driver. Passengers should not ride in the back of station wagons or on the floor of vans. Trucks may not be used for transporting passengers except in the cabin.

Cub Scout leaders who participate in multiple-day resident camps will have a difficult time getting as much sleep as they do at home. When they leave to return home, they will be vulnerable to "The Risk Zone." The Risk Zone, a state of physical and mental fatigue, is a major cause of highway crash fatalities. Drivers are generally poor judges of their own fatigue and unable to predict when they are in danger of falling asleep at the wheel.

Tips for avoiding killer fatigue and ensuring safe passage through the Risk Zone:

- Start out well-rested. Be sure to get a good night's sleep before driving a long distance.
- Share the driving. Designate licensed relief drivers.
- Increase the radio volume and avoid listening to soft, sleep-inducing music. Adjust the car temperature so that it's not too comfortable.
- Stay involved with the driving; don't use cruise control.
- Take frequent breaks. Stop and get out of the car at least every two hours.

For more guidelines for den and pack trips and excursions, see Chapter 32, "Outdoor Activities."

Parade Floats and Hayrides

The BSA rule prohibiting the transportation of passengers in the backs of trucks or on trailers may be tempered for parade floats or hayrides, provided that the following points are strictly followed to prevent injuries:

- Transportation to and from the parade or hayride site is not allowed on the truck or trailer.
- Those people riding, whether seated or standing, must be able to hold on to something stationary.
- Legs should not hang over the side of the vehicle or trailer.
- Flashing lights must illuminate a vehicle used for a hayride after dark, or the vehicle must be followed by one that has flashing lights.

OUTDOOR ACTIVITY SAFETY

- Always have a first aid kit handy. If possible, have an adult trained in first aid and cardiopulmonary resuscitation (CPR) attend pack functions.
- Remember that adequate leadership and supervision help prevent accidents. Review the leadership requirements in Chapter 8, "Cub Scout Policies."
- Encourage boys to use the buddy system so that they are aware of each other's whereabouts at all times.
- Have a plan for personal or natural emergencies (such as lightning storms, high winds, or flash floods) that could occur during an outdoor activity. Know where emergency care can be obtained quickly.
- Check out activity locations in advance for hazards.
- Avoid dangers such as buildings in disrepair or under construction, fire hazards, stinging insects, poisonous plants, improperly used tools, and sports or game equipment that are inappropriate for the age and size of the boys. *Accidents can be prevented.*
- Select a well-identified gathering place in the event the group is separated.
- An adult should always supervise when Cub Scouts are around fires and cooking. If the den is building a fire, clear of all burnable materials a space 10 feet in diameter. Stay away from trees with low-hanging branches. The use of chemical or liquid fuel stoves must be limited to adults.

Sun Safety

The American Academy of Dermatology advises the following protection tips against damaging rays:

- Limit exposure to sun between 10 A.M. and 4 P.M.
- Generously apply sunscreen with a sun protection factor (SPF) of at least 15.
- Wear protective, tightly woven clothing.
- Wear a 4-inch-wide broad-brimmed hat and sunglasses with UV protective lenses.
- Stay in the shade whenever possible.
- Avoid reflective surfaces, which can reflect up to 85 percent of the sun's damaging rays.

Hiking Safety

Hikes are simple and informal activities that don't require a lot of preparation. Certain safety precautions, however, need to be followed whenever Cub Scouts are in the outdoors:

- Avoid highways.
- When walking along any road, have the group walk single file as far to the left as possible, facing oncoming traffic. The den leader should be the first in line, with the den chief or an adult at the end.
- Keep the hike speed consistent with the short steps of the boys.
- Exhaustion is a common complaint. Some boys can go on endlessly whereas others tire quickly. Take frequent rest stops. Use the time to talk about nature, play quiet games, or eat snacks.
- Never drink untested water. The safest water supply is a supply of water brought from home.
- Stay off private property unless you have permission.
- Stay away from railroad tracks.
- Avoid natural hazards such as fast-moving streams, steep cliffs, caves, and areas with loose rocks.
- Plan all hikes to start and finish during daylight hours. Any Cub Scout hike should be a day trip only. Overnight backpacking is not an appropriate activity for Cub Scouts or Webelos Scouts.

Bicycle Safety

The following guidelines and procedures apply to all BSA units, councils, and national program activities involving bicycling:

- **Physical Fitness.** Biking is strenuous. Don't make long treks or climb hills unless all boys are trained and prepared.

> For Scouting activities, all participants must present evidence of fitness assured by a complete health history from a physician, parent, or legal guardian. The adult supervisor should adjust supervision, discipline, and protection to anticipate any risks associated with individual health conditions. In the event of any significant health conditions, the adult leader should require proof of any examination by a physician.

- **Helmets and Clothing.** All cyclists must wear a properly sized and fitted helmet whenever they are riding a bicycle. (Since March 1999, all helmets sold in the United States must be approved by the Consumer Product Safety Commission [CPSC]. If boys are using older helmets, make sure that they are certified by either ASTM [American Society for Testing and Materials] or the Snell Memorial Foundation [Snell].) Layer clothing for warmth on cool days to prevent chilling or overheating. Always cover up for protection from the sun.
- **Buddy Up.** Always use the buddy system for bicycling activities. When the program activity emphasizes individual performance skills, one buddy observes while the other takes his turn. In competitive activity where the buddy concept can't be practically applied, an adult supervisor must directly observe all activity. Boys should be taught that biking with a buddy is best. When biking alone, apart from Scouting activities, boys should be encouraged to tell someone their route, schedule, and destination.
- **Keep Right.** Ride with the traffic flow as far to the right as possible. Look out for and avoid curbs, storm drains, soft or loose gravel on shoulders, and other hazards.
- **Be Smart.** Obey all traffic laws, signs, signals, and street markings. Watch for changes in road conditions. Ride only one to a bike. Don't ride after dark. Don't do stunts. Yield to motor vehicles even if you think you have the right-of-way. Never hitch a ride on another vehicle. Stay alert and listen to everything around you; don't wear headphones while riding.
- **Turns and Intersections.** Look left, right, back, and ahead before turning. Stop and search all directions when entering a street from a driveway, a parking area, a sidewalk, or an alley. Signal all turns using universal hand signals. Walk your bike through or across busy intersections.
- **Right Bike.** Ride only a bike that is the proper size (consult a knowledgeable person at a bike shop). The handgrips should be no higher than your shoulder nor lower than your seat.
- **Accessories.** Every bike needs a horn or bell and reflectors (front, back, and wheels). Items should be carried only in baskets or saddlebags or on a rear carrier rack. If you must ride in traffic, a bike- or helmet-mounted mirror is recommended. A bike-mounted container for drinking water is also recommended.
- **Maintenance.** Keep your bike clean and well-maintained—especially the brakes, chain, and gears.
- **Race Right.** Open-street racing is dangerous. Race only with supervision on marked courses that have been set up with clearly defined "start" and "finish" points, that exclude other vehicle or pedestrian traffic, and that eliminate all hazards and minimize collision risks.
- **Planning.** Plan both the route and timing of bike trips to avoid heavy traffic and hazardous conditions. Biking is

unsafe on wet pavement and on windy days. Plan for frequent stops.

- **Discipline.** All participants should know, understand, and follow the rules and procedures for safe biking, and all participants should conscientiously and carefully follow all directions given by the adult supervisor.

Skating Safety

Skateboarding and roller-skating (including in-line skating) present safety concerns, primarily risks of falls and collisions. Data show that injuries are largely the results of collisions—especially with moving vehicles. These guidelines emphasize prevention and are meant to cover all BSA skating programs. Cub Scouts should always practice safety and courtesy and obey all local or rink rules.

- BSA skating at any level shall be supervised by an adult at least 21 years of age who is experienced in the use of skates and skateboards, willing to conscientiously accept responsibility for the safety of all participants, and committed to compliance with BSA safety guidelines and local laws.
- In-line skating, hockey, racing, or similar activities are to be held only in areas free of pedestrian and vehicular traffic and hazardous fixed objects. No skating activity is authorized on streets that have not been blocked off to traffic.
- Pathways and skating surfaces must be free of defects or features unsuited to skating. The supervisor should evaluate the area before any BSA activities.
- Before permitting equipment to be used in a BSA activity, the supervisor should determine that all skates and skateboards are well-maintained and in good repair consistent with the manufacturer's recommendations. Actual maintenance and repair are the responsibility of the owner.
- For all street or pavement skating activities, participants should wear padded gloves, wrist supports, elbow and knee pads, and properly fitted helmets that meet Consumer Product Safety Commission (CPSC) standards established in 1999 for all bicycling and skating helmets. No street or pavement skating is authorized without helmets.
- Skaters must NEVER "hitch a ride" on any vehicle.
- Parents or legal guardians must be informed of and must consent to youth participation in a BSA skating activity.
- The adult supervisor must be sure that all participants understand and agree that skating is allowed only with proper supervision and in compliance with the safety guidelines. Youth members should respect and follow all directions and rules of the adult supervisor. When people know the reasons for rules and procedures, they are more likely to follow them. Supervisors should be strict and fair, showing no favoritism.

Climbing/Rappelling Safety

Cub Scouts and Webelos Scouts may engage in climbing/rappelling in a controlled environment with close supervision by trained instructors who are knowledgeable about instructing this age group. Normally this means going to a climbing gym where the degree of difficulty is age-appropriate and the harnesses are size-appropriate for Cub Scouts. It is not recommended that Cub Scouts use climbing towers and walls in camp that have been designed for use by Boy Scouts.

For specific safety regulations regarding climbing and rappelling activities, refer to Climb on Safely, available as a publication or on the BSA's national Web site (http://www.scouting.org).

Camping Safety

Each Cub Scout pack is encouraged to provide its membership with enriching, positive, and safe outdoor experiences. For guidelines on how to plan a safe and fun camping experience for your boys and their families, see Chapter 33, "Cub Scout Camping."

KNIFE SAFETY

Cub Scouts are encouraged to learn safety rules and the proper use of a pocketknife. Cub Scouts and Webelos Scouts may earn the right to carry a pocketknife to designated Scouting functions by completing requirements for the Whittlin' Chip card. See Chapter 29, "Den and Pack Activities."

Remember these important points:

- Knives are not toys.
- Close the blade with the palm of your hand.
- Never use a knife on something that will break it or make it dull.
- Be careful that you do not cut yourself or any other person.
- Never use a knife to strip the bark from a tree.
- Never throw a knife for any reason.
- Do not carve your initials into anything that does not belong to you.

Cub Scout–age boys may not use sheath knives. Boys should wait until they become Boy Scouts before they use any other woods tools.

WORKSHOP SAFETY

It's best to use only simple hand tools and avoid power equipment when working with Cub Scout–age boys. Adults, however, might wish to use a power tool to precut pieces of a project for younger Cub Scouts.

What is safe for one Cub Scout may be unsafe when two or more are around. Any workshop must have rules governing tool use. Den tools include scissors, markers, low-temperature glue guns, and other craft items, not just hammers and saws.

Accidents are usually caused by the improper use of tools, so take time to teach each boy the right way to use a tool and how to take care of it. Remind him that cleaning up and putting away tools and materials are part of the job. Make sure that tools and materials are easy to reach and replace.

Pay attention to these important points:

- Use each tool for the job for which it was made and in the manner for which it was intended to be used.
- Most accidents occur to the hands, face, or feet. Protect your eyes. Keep fingers and hands away from the cutting edges of tools.
- Secure or clamp down wood that is being worked on.
- Be patient and never use force.
- Don't work with tools when you are tired. You need to be alert.
- Don't wear loose clothing or jewelry, which can be caught in moving parts.
- Keep the work area clean, dry, and well-lit. Never use electrical tools (such as a low-temperature glue gun) in damp or wet locations.
- If you use extension cords, be sure they are heavy-duty. Don't use extension cords that are intended for small appliances.
- If an electrical cord has a plug with three prongs, plug it into a three-hole receptacle (outlet). If you use an adapter on a two-hole outlet, attach the adapter wire to a known ground (the screw in the middle of the outlet cover plate).
- Don't abuse the cord by carrying the tool by the cord or pulling the plug by yanking on the cord. If the cord is frayed, don't use the tool until you repair the cord.
- Adults should unplug all electrical tools when they are finished and put them out of reach of children. Don't leave any tool unattended. Remember: Power tools are not recommended for use by Cub Scout–age boys.
- Adults who choose to use power tools should always unplug electrical tools when changing saw blades, drill bits, or other attachments.
- Keep tools sharp, clean, and oiled.

An adult should be present when a Cub Scout uses any type of tool.

OTHER ACTIVITIES

Dens and packs may choose to do many other types of activities that will require health and safety guidelines. You can get information from your chartered organization and local council on approved activities in your area.

See the *Guide to Safe Scouting* for additional information on unauthorized and restricted activities. Don't view limitations on certain activities as stumbling blocks; rather, see policies and guidelines as stepping stones toward safe and enjoyable adventures.

CUB SCOUT SHOOTING SPORTS

BB Gun Safety

Many Cub Scouts have BB guns or air rifles at home, and most boys will be exposed to some type of firearm while growing up. Parents should understand that safety is as necessary with BB guns and air rifles as it is with any other aspect of shooting. Training is essential to learning how to shoot well, and safe shooting habits that are developed early help provide the appropriate and safe atmosphere necessary for learning these skills.

Gun shooting sports are not an approved part of Cub Scouting, except at day camp, resident camp, council-managed family camping programs, or at council activities where there are properly trained supervisors and all standards for BSA shooting sports are enforced. Cub Scout Sports recognition items for BB guns can be earned only at these events.

At camp, boys might have an opportunity to take part in a BB gun (rifle) safety and marksmanship program under the direction of a trained and certified BB gun range officer. These range officers must attend a two-hour training program conducted by a National Camping School–certified field sports director or National Rifle Association (NRA) instructor.

Cub Scouts are not permitted to use any other type of handgun or firearm.

Gun-shooting sports are not permitted as den and pack activities, but leaders can help parents understand the importance of training and encourage attendance of boys at Cub Scout camps that offer this training. For additional information, refer to *Shooting Sports for Cub Scouts, Webelos Scouts, and Parents in Camp* (No. 13-550).

Archery Safety

Archery, like BB gun shooting, must be conducted at day camp, resident camp, a council-managed family camping program, or at council activities where there are properly trained supervisors and all standards for BSA shooting sports are enforced. Cub Scout Sports recognition items for archery can be earned only at these events.

At camp, boys might have an opportunity to take part in an archery safety program under the direction of a trained and certified archery range officer. To be a qualified and trained archery range supervisor, adults must take part in a two-hour archery supervisor training program conducted by the local council with the help of a National Camping School–certified field sports director or a National Archery Association (NAA) instructor.

Archery programs are not permitted at den and pack activities, but leaders can help parents understand the importance of training and encourage attendance of boys at Cub Scout camps that offer this training. For additional information, refer to *Shooting Sports for Cub Scouts, Webelos Scouts, and Parents in Camp* (No. 13-550).

EMERGENCY PROCEDURES

Always have a plan of action in the event of a change in conditions (tornado, fire, flash flood, or serious accident).

1. Who is in charge?
2. What steps are necessary to protect the group?
3. What steps are necessary to care for the injured?
4. Who needs to be notified?
   - Local authorities (police, fire, emergency preparedness, power company)
   - Emergency medical services (rescue squad or ambulance)
   - District executive or council Scout executive
   - Parent, guardian, or next of kin
   - Religious leader
   - Cub Scout pack leadership

Whenever an emergency occurs in which a person needs medical care beyond simple first aid (this means going to a medical clinic or emergency room at a hospital), you should notify the parent or next of kin immediately.

In case of a missing Cub Scout or a fatality, notify the council Scout executive after local authorities and emergency medical services. The Scout executive will make arrangements to notify the victim's family in person.

BSA Recommendations on Treatments With Blood Exposure

Treat all blood as if it were contaminated with bloodborne viruses. Do not use bare hands to stop bleeding; always use a protective barrier. Always wash exposed skin areas with hot water and soap immediately after treating the victim. The following equipment is to be included in all first aid kits and used when rendering first aid to those in need:

- Latex or vinyl gloves, to be used when stopping bleeding or dressing wounds
- A mouth-barrier device for rendering rescue breathing or CPR
- Plastic goggles or other eye protection to prevent a victim's blood from getting into the rescuer's eyes in the event of serious arterial bleeding
- Antiseptic, for sterilizing or cleaning exposed skin areas, particularly if soap and water are not available

Simple First Aid

All Cub Scout leaders should know how to perform simple first aid. The boys will have an opportunity to learn first aid when they become Boy Scouts.

Your local American Red Cross chapter, American Heart Association affiliate, or poison control center can provide information, literature, and training courses that will be helpful to you. Basic first aid classes for youth are also offered through the American Red Cross. Additional information can be found in the *Boy Scout Handbook* and the *First Aid* merit badge pamphlet.

The use of barrier devices, such as latex gloves, mouth barriers, and in some cases eye protection is important to prevent possible contamination by blood or other contact with injured people. (See "BSA Policy on Treatments With Blood Exposure" above.)

The following information is not intended to take the place of training but simply to serve as a reminder to you about how to handle specific problems. First aid procedures change periodically, so it is important to learn current first aid practices.

1. **Animal Bites.** Wash wounds with soap under running water. Have the animal caught alive so that it can be tested for rabies. Take the victim to a physician or call for an emergency medical service (EMS) ambulance.
2. **Bleeding.** Wash minor cuts under running water with soap and apply a clean cloth or adhesive bandage. For nosebleeds, keep the person quiet and seated with the head tilted forward. Pinch his or her nose while he or she breathes through the mouth. If bleeding does not stop, take the person to a medical center or physician.

3. **Burns.** For mild to moderate burns where skin or blisters are unbroken, immerse the area in cold water or apply cold, wet towels. Never apply ice directly to the skin or break the blisters. Do not apply butter, grease, or ointment.

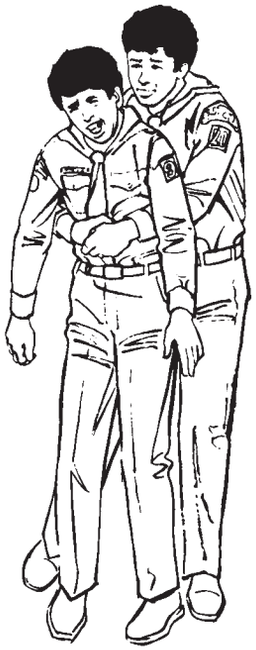
   For severe burns (loss of skin), cover the area with a clean cloth. Keep the victim warm to prevent shock and get him or her to a hospital. Do not clean burns, remove charred clothing, or immerse the victim in cold water. Call for an EMS ambulance to transport the victim to the hospital.

   For chemical burns, flood the area with water for at least five minutes. Remove the victim's clothing from the areas involved, apply clean dressing, and call for an EMS ambulance.

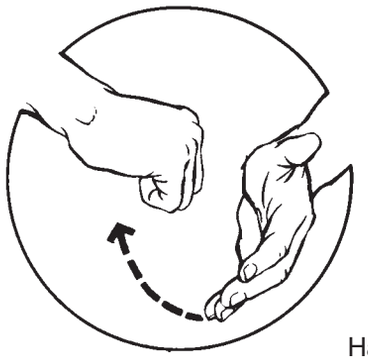
4. **Choking.** At first, do nothing, giving the cough reflex a chance to expel the object. Ask the person if he or she is choking. If the victim cannot respond vocally, perform the Heimlich maneuver: Get behind the victim, place the thumb side of your fist midway between the victim's waist and rib cage, grasp your fist with the other hand, and press into the victim's abdomen with a quick, upward thrust. Repeat abdominal thrusts until the blockage comes free. If the airway remains blocked and the victim becomes unconscious, call for an EMS ambulance immediately and continue the Heimlich maneuver with the victim in a horizontal position.



Apparent sign of choking



Heimlich maneuver



Hand position for Heimlich maneuver

5. **Convulsions.** Protect the victim from self-inflicted injury. Push away any hard objects nearby. Do not restrain the victim. Do not put a spoon or any other hard object between the victim's teeth. When the convulsions stop, turn the victim's head to the side.

6. **Electric Shock.** First, turn off the electric power if possible. Do not touch the victim until contact is broken. If you cannot turn off the power, send for an EMS ambulance and call the electric company. Do not attempt the rescue yourself. If the power is off, check the victim for breathing. Give rescue breathing (see below) if necessary. Send for an EMS ambulance.

7. **Fainting.** If a person feels faint, have him or her lie or sit down and lower the head between the knees. A person who has already fainted should be laid down with the back flat. Anyone who has merely fainted will regain consciousness almost immediately. Keep the victim lying down and quiet until recovery is complete—usually about 10 minutes. If the victim does not regain consciousness within one minute, check for breathing and send for an EMS ambulance.

8. **Falls.** Stop any bleeding and cover wounds with clean dressings. Keep the victim comfortably warm to prevent shock. If a fracture is suspected, do not move the victim unless absolutely necessary (as in the case of fire). If you must move the victim, do so by placing them first on to a flat surface, such as a door. Call for an EMS ambulance.

9. **Insect Stings.** Remove the stinger by "flicking" it with your index finger or scraping it out with a dull knife edge-to prevent injecting more venom. Apply a paste of-baking soda or meat tenderizer and water. In case of unusual swelling, get to an emergency room or medical clinic immediately. People with allergies should receive desensitization treatment from a doctor to prevent severe reactions.

   People who know they are allergic to insect stings will probably be carrying medication with them. This is information you should know before a boy participates in areas where stinging insects might be encountered.

10. **Heat Exhaustion.** Heat exhaustion usually hits a person in an overheated room, but it can also overtake a person outside in the sun.

    The victim's face will be pale, with cold sweat on the forehead. Breathing will be shallow. The body might be clammy from perspiration. Vomiting is common. Have the victim lie down in a cool, shady place with feet raised. Cool the victim by fanning or applying cool, wet cloths. Recovery should be rapid.

    Don't confuse this condition with heatstroke, which requires a different kind of first aid.

11. **Heatstroke.** Heatstroke is usually caused by exposure to sun. It's a life-and-death matter. Get emergency medical care at once.

    The victim's face will be like the sun: red, hot, dry. Breathing will be slow and noisy and the pulse rapid and strong. The body skin will feel dry and hot. The victim might be unconscious.

    Get the patient to a cool, shaded spot quickly. Lay him or her down with the head and shoulders raised. Undress the victim down to the underwear and begin cooling—especially the head—with water. Cover the victim with dripping wet towels, shirts, or cloths that are kept cool by dousing them with water or by wringing them out in cold water from time to time. When the victim's body has cooled, stop treatment for a while to see whether it heats up again. If it does, resume cooling.

12. **Treatment for Shock.** With any serious injury (such as a bleeding wound, fracture, or major burn), always expect shock and take measures to lessen it. The symptoms are pale or bluish, cold, clammy skin; rapid pulse; and shallow, rapid, or irregular breathing. The injured person is frightened, weak, restless, apprehensive, or in a coma.
    - Keep the victim lying down with the head lower than the feet (except in cases of head or chest injury when the victim has difficulty breathing).
    - Loosen the victim's clothing.
    - If the victim is cool, or if the weather is cool, cover him or her.
    - If there is a head injury, raise the head instead of the feet.
    - Shock can cause death. Treat for shock after any bad injury.

Hurry Cases

Webelos Scouts learn how to handle first aid "hurry cases" as part of the Readyman activity badge and Arrow of Light Award requirements. You, as a leader, also should know how to handle these emergencies, where fast action can mean the difference between life and death.

1. **Severe Bleeding.** Severe bleeding can cause shock or death. First, stop the bleeding. The best way to control bleeding is with direct pressure over the site of the wound.
    - Use latex gloves when stopping bleeding or dressing wounds.
    - Use a pad of sterile gauze, if available. A clean T-shirt will also work.
    - Using the flat part of the hand, apply firm, steady, direct pressure for five to 15 minutes. Most bleeding will stop within a few minutes.
    - If bleeding is from a foot, hand, leg, or arm, use gravity to help slow the flow of blood. Elevate the limb so that it is higher than the victim's heart.
    - After bleeding is stopped, put bandages or cloths against the wound and tie them in place with another cloth or wide tape.
    - Send someone else to call for an EMS ambulance.
    - Treat the victim for shock as soon as you take care of the bleeding.
    - Do not apply pressure to head or neck wounds when there is a possibility of fracture.

2. **Stopped Breathing.** In many accident situations where a person's breathing has stopped, the person's life might be saved with rescue breathing. First, check the victim for breathing. Look at the victim's chest. Put your ear to the victim's mouth and listen. If there are no signs of breathing, start rescue breathing.

    In rescue breathing you breathe your own breath into the victim's lungs. The air in your breath has enough oxygen in it to save a life. For an adult, you breathe through the victim's mouth; for a child, you breathe into both the nose and the mouth.



Airway opened by head-tilt method



Breathing restored by mouth-to-mouth breathing

Place the victim faceup and tilt the head far back, with the chin pointing up. Lift the chin with one hand and press down the forehead with the other hand. Pinch the nostrils together with the thumb and forefinger. Then take a deep breath and give rescue breathing:

Step 1. Position a mouth-barrier device over the victim's mouth. Blow into the victim's mouth to fill up the lungs. Look to see that the victim's chest rises.

Step 2. Remove your mouth. Take a deep breath. Check to be sure that the victim's chest falls as the air escapes.

Repeat steps 1 and 2 every five seconds for an adult or every three seconds for a child (ages 1 to 8). When the victim starts breathing, time your efforts to fit the victim's efforts to breathe on his or her own. Then treat for shock.

If no air is getting into the victim's lungs, move speedily to open the airways:

- Place one hand on your other hand and press the victim's abdomen with upward thrusts.
- Probe the victim's mouth with two fingers for obstructions. Then quickly resume rescue breathing. Don't give up. Continue until a physician tells you to stop.

If the victim has stopped breathing and there is no pulse, the heart has stopped. Cardiopulmonary resuscitation (CPR) is the approved method to restart the heart. Tiger Cubs, Cub Scouts, and Webelos Scouts are not large enough physically to apply CPR. It requires a trained person. Proper training by local Red Cross chapters or American Heart Association affiliates is essential because CPR can cause damage, even when done correctly.

Cub Scout leaders are encouraged to take CPR training for their own use but are discouraged from teaching it to boys.

3. **Heart Attack.** The most important thing you can do to help if someone is having a heart attack is to *call for medical help at once.* It is also important to recognize the signs of heart attack:
   - A feeling of pain or pressure in the center of the chest lasting more than a few minutes. It may come and go. (Sharp, stabbing twinges of pain are rarely signs of a heart attack.)
   - Sweating when the room is hot
   - Feeling nauseated
   - Feeling short of breath
   - Feeling weak
4. **Poisons by Mouth.** Sometimes, children may ingest poisons, such as bug killer, rat poison, pills from the medicine cabinet, or lighter fluid.
   - Cans and bottles with poison in them often tell on the label what to do for the victim. Read the label and follow the directions, if possible. Also, save the container so that you can show it to a doctor.
   - Get help right away. Call an EMS ambulance and the poison control center (toll free: 1-800-764-7661). Tell them what the suspected poison is and follow their instructions.
   - Treat the victim for shock and monitor their breathing. Don't give anything by mouth unless medical professionals tell you to do so.
   - Save any vomit if possible. It will help a doctor identify the poison and give the right treatment.

Emergency Medical Identification



The symbol of emergency medical identification is worn on a chain or a bracelet. When you find it on an injured person, it indicates the need for special medical attention.

WATER SAFETY

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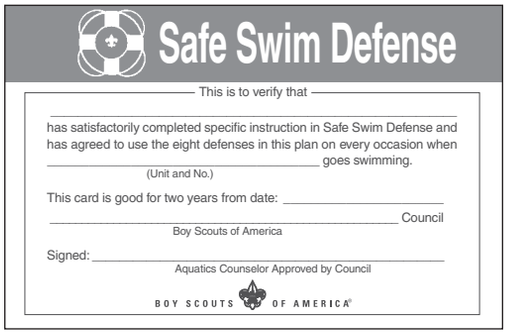
INTRODUCTION

Water activities can make good den or pack activities, but safety rules are very important any time a pack is holding an event around water. Some of the boys are probably nonswimmers, and it is likely that some who think of themselves as swimmers can't swim very far or safely in deep water.

To ensure safe aquatics activities, the Boy Scouts of America has developed the Safe Swim Defense and Safety Afloat plans. These plans establish standards and procedures to minimize inherent risks. You should be trained in these plans before conducting aquatics activities.

Safe Swim Defense and Safety Afloat training can be given by any person authorized by the council, including a BSA Aquatics resource person, a unit leader with aquatics skill, or any other person with aquatics knowledge or experience whom the local council has approved. Safe Swim Defense and Safety Afloat training can also be completed on the Internet via your council Web site.

SAFE SWIM DEFENSE


Safe Swim Defense

This is to verify that

_____

has satisfactorily completed specific instruction in Safe Swim Defense and has agreed to use the eight defenses in this plan on every occasion when _____ goes swimming.
(Unit and No.)

This card is good for two years from date: _____

_____ Council
Boy Scouts of America

Signed: _____
Aquatics Counselor Approved by Council

BOY SCOUTS OF AMERICA®

Before a BSA group may engage in any aquatics activity, a minimum of one adult leader must complete Safe Swim Defense training, have a commitment card (No. 34243) with him or her, and agree to use the eight defenses in this plan.

Safe Swim Defense

1. Qualified Supervision
2. Physical Fitness
3. Safe Area
4. Lifeguards on Duty
5. Lookout
6. Ability Groups
7. Buddy System
8. Discipline

1. **Qualified Supervision.** All swimming activity must be supervised by a mature and conscientious adult age 21 or older who understands and knowingly accepts responsibility for the well-being and safety of the youth members in his or her care, who is experienced in the water and confident of his or her ability to respond in the event of an emergency, and who is trained in and committed to compliance with the eight points of BSA Safe Swim Defense.

   It is strongly recommended that all units have at least one adult or older youth member currently trained as a BSA Lifeguard to assist in the planning and conduct of all swimming activity.

2. **Physical Fitness.** Evidence of fitness for swimming activity is required, with a complete health history from a physician, parent, or legal guardian. The adult supervisor should adjust all supervision, discipline, and protection to anticipate any potential risks associated with individual health conditions. In the event of any significant health conditions, the unit leader should require proof of an examination by a physician.

Those with physical disabilities can enjoy and benefit from aquatics if the disabilities are known and necessary precautions are taken.

3. **Safe Area.** When swimming in areas not regularly maintained and used for swimming activity, have lifeguards and swimmers systematically examine the bottom of the swimming area to determine varying depths, deep holes, rocks, and stumps.

   Mark off the area for three groups (see "Ability Groups" on this page): not more than 3½ feet deep for *nonswimmers;* from shallow water to just over the head for *beginners;* and deep water not more than 12 feet for *swimmers.* A participant should not be permitted to swim in an area where he cannot readily recover and maintain his footing, or cannot maintain his position on the water, because of swimming ability or water flow.

   When setting up a safe swimming area in natural waters, use poles stuck in the bottom, or plastic bottles, balloons, or sticks attached to rock anchors with twine for boundary markers. Enclose nonswimmer and beginner areas with buoy lines (twine and floats) between markers. Mark the outer bounds of the swimmer area with floats. Be sure that clear-water depth is at least 7 feet before allowing anyone to dive into the water.

   Diving is prohibited from any height more than 40 inches above the water surface; feet-first entry is prohibited from more than 60 inches above the water. For any entry from more than 18 inches above the water surface, clear-water depth must be 10 to 12 feet.

   Only surface swimming is permitted in turbid water. Swimming is not permitted in water more than 12 feet deep, in turbid water where poor visibility and depth would interfere with emergency recognition or prompt rescue, or in whitewater, unless all participants wear appropriate personal flotation devices and the supervisor determines that swimming with personal flotation equipment is safe under the circumstances.

4. **Lifeguards on Duty.** Swim only where lifeguards are on duty. For unit swims in areas where lifeguards are not provided by others, the supervisor should designate two capable swimmers as lifeguards. Station them ashore, equipped with a lifeline (a 100-foot length of ⅜-inch nylon cord). In an emergency, one carries out the line; the other feeds it out from shore and then pulls in his partner and the person being helped. In addition, if a boat is available, have two people, preferably capable swimmers, take it out—one rowing and the other equipped with a 10-foot pole or extra oar.

   Provide one guard for every 10 people in the water, and adjust the number and positioning of guards as needed to protect the particular area and activity.

5. **Lookout.** Station a lookout on the shore where it is possible to see and hear everything in all areas. The lookout may be the adult in charge of the swim and may give the buddy signals.

6. **Ability Groups.** Divide into three ability groups: nonswimmers, beginners, and swimmers. Keep each group in its own area.

   - *Nonswimmers* have not passed a swimming test.
   - *Beginners* must pass this test: Jump feet-first into water over the head in depth, level off, and swim 25 feet on the surface. Stop, turn sharply, resume swimming as before, and return to the starting place.
   - *Swimmers* pass this test: Jump feet-first into water over the head in depth. Level off and swim 75 yards in a strong manner using one or more of the following strokes: sidestroke, breaststroke, trudgen, or crawl; then swim 25 yards using an easy, resting backstroke. The 100 yards must be completed in one swim without stops and must include at least one sharp turn. After completing the swim, rest by floating.

   These classification tests should be renewed annually, preferably at the beginning of the season.

7. **Buddy System.** Pair every youth with another in the same ability group. Buddies check in and out of the swimming area together. Emphasize that each buddy lifeguards his buddy.

   Check everyone in the water about every 10 minutes, or as needed to keep the buddies together. The adult in charge signals for a buddy check with a single blast of a whistle or a ring of a bell, and a call of "Buddies!" The adult counts slowly to 10 while buddies join and raise hands and remain still and silent. Guards check all areas, count the pairs, and compare the total with the number known to be in the water. Signal two blasts or bells to resume swimming. Signal three blasts or bells for checkout.

8. **Discipline.** Be sure that everyone understands and agrees that swimming is allowed only with proper supervision and use of all eight points of Safe Swim Defense. The applicable rules should be presented and learned before the outing and should be reviewed for all participants at the water's edge just before the swimming activity begins. Cub Scouts should respect and follow all directions and rules of the adult supervisor. When people know the reasons for rules and procedures, they are more likely to follow them. Be strict and fair, showing no favoritism.

SWIMMING POOL SAFETY

Safe Swim Defense applies to swimming at beaches, private or public pools, lakes, or anywhere Scouts swim. Here are some additional points for swimming pools.

Home Swimming Pool Safety

A certified lifeguard, highly recommended, is not required. A qualified supervisor must be present. It is critical that the swimming activity be supervised by a conscientious adult who knowingly accepts the responsibility for the youth members involved in the swimming activity.

Along with the Safe Swim Defense standards, families and leaders should follow additional guidelines:

- A responsible adult must be in charge and must know and use the Safe Swim Defense plan. *Adult supervision must be continuous while the pool is in use.*
- Be aware of any physical limitations of any boy. *Secure an approval slip from each boy's family with information about his physical condition.* If there is any question, don't let him swim.
- Be sure of everyone's swimming ability. *Remember that the buddy system is always in use.* Explain the buddy system before swimming, and have buddy checks every 10-minutes.
- *Do not allow diving into an above-ground pool.* Diving from the edge of any pool requires water at least 7 feet deep. Use of a diving board requires clear water below the board with a depth of 9 to 12 feet. There should be no other surface or underwater activity or obstruction for at least 15 feet on either side of the board and 25 feet in front of the board. Some home swimming pools may be too small to allow for the safe use of a diving board. All diving activities must be strictly supervised and controlled.
- Access to unattended pools should be controlled by fences with self-latching gates, locking pool covers, and removal of means of entrance to above-ground pools. *Pool owners have a moral and legal responsibility for pool accidents that occur, even if they have not given permission for the pool's use.*

Qualified Supervision

All swimming activity must be supervised by a mature and conscientious adult age 21 or older who understands and knowingly accepts responsibility for the well-being and safety of youth members in his or her care, who is experienced in the water and confident of his or her ability to respond in the event of an emergency, and who is trained in and committed to compliance with the eight points of BSA Safe Swim Defense. It is strongly recommended that all units have at least one adult or older youth member currently trained as a BSA Lifeguard to assist in planning and conducting all swimming activity.

Public Swimming Pool Safety

If the swimming activity is in a public facility where others are using the pool at the same time, and the pool operator generally provides a certified lifeguard, you still need to provide a qualified supervisor for the swimming activity.

The buddy system is critically important, however, even in a public pool. *Remember:* Even in a crowd, you are alone without protection if no one is paying attention to your circumstances.

The rule that people swim only in water suited to their ability and with others of similar ability applies in any pool environment. Most public pools divide shallow and deep water, and this may be sufficient for defining appropriate swimming areas. If not, the supervisor should clearly indicate to the participating Scouts the appropriate areas of the public facility. Although such procedures add a margin of safety, their use may not always be practical when the swim activity is conducted at a public facility where non-Scouts are present. A responsible adult supervisor, who understands his or her responsibility and the elements of safety, can exercise discretion regarding certain procedures while maintaining safety.

SAFETY AFLOAT (BOATING SAFETY)

Safety Afloat, a standard that the BSA adopted in 1981, is related to using watercraft in the same way that the Safe Swim Defense plan applies to swimming.

Before a BSA group may engage in any watercraft activity, adult leaders for such activity must complete Safety Afloat Training (No. 34159A), have a commitment card (No. 34242A), and be dedicated to full compliance with all nine points of Safety Afloat. Through enforcement of these nine measures, most watercraft accidents can be prevented.

Safety Afloat

1. Qualified Supervision
2. Physical Fitness
3. Swimming Ability
4. Personal Flotation Equipment
5. Buddy System
6. Skill Proficiency
7. Planning
8. Equipment
9. Discipline

1. **Qualified Supervision.** All activity afloat must be supervised by a mature and conscientious adult age 21 or older who understands and knowingly accepts responsibility for the well-being and safety of the youth members in his or her care, who is experienced and qualified in the particular watercraft skills and equipment involved in the activity, and who is committed to compliance with the nine points of BSA Safety Afloat.

   One such supervisor is required for each 10 people, with a minimum of two adults for any one group. At least one supervisor must be age 21 or older, and the remaining supervisors must be age 18 or older. All supervisors must complete BSA Safety Afloat and Safe Swim Defense training as well as rescue training for the type of watercraft to be used in the activity; at least one must be trained in CPR.

   It is strongly recommended that all units have at least one adult or older youth member currently trained as a BSA Lifeguard to help plan and conduct of all activity afloat.

For Cub Scouts:

The ratio of adult supervisors to participants is one to five.

2. **Physical Fitness.** All people must present evidence of fitness assured by a complete health history from physician, parent, or legal guardian. The adult supervisor should adjust all supervision, discipline, and protection to anticipate any potential risks associated with individual health conditions. In the event of any significant health conditions, the adult leader should require proof of an examination by a physician.

   Those with physical disabilities can enjoy and benefit from aquatics if the disabilities are known and necessary precautions taken.

3. **Swimming Ability.** A person who has not been classified as a swimmer may ride as a passenger in a rowboat or motorboat with an adult swimmer or in a canoe, raft, or sailboat with an adult certified as a lifeguard or a lifesaver by a recognized agency. In all other circumstances, the person must be a swimmer to participate in an activity afloat.
   - *Swimmers* must pass this test: Jump feet-first into water over the head in depth, level off, and begin swimming. Swim 75 yards in a strong manner using one or more of the following strokes: sidestroke, breaststroke, trudgen, or crawl; then swim 25 yards using an easy, resting backstroke. The 100 yards must be completed in one swim without stops and must include at least one sharp turn. After completing the swim, rest by floating. This qualification test should be renewed annually.

4. **Personal Flotation Equipment.** Properly fitted U.S. Coast Guard–approved personal flotation devices (PFDs) must be worn by all people engaged in activity on the open water (rowing, canoeing, sailing, boardsailing, motorboating, water-skiing, rafting, tubing, kayaking, and surfboarding). Type II and III PFDs are recommended.

5. **Buddy System.** All activity afloat must adhere to the principles of the buddy system. The buddy system assures that for every person involved in an aquatics activity, at least one other person is always aware of his or her situation and prepared to lend assistance immediately when needed. Not only does every individual have a buddy, but every craft should have a "buddy boat" when on the water.

6. **Skill Proficiency.** All participants in activity afloat must be trained and experienced in watercraft handling skills, safety, and emergency procedures.
   - For unit activity on whitewater, all participants must complete special training by a BSA Aquatics Instructor or qualified whitewater specialist.
   - Powerboat operators must be able to meet requirements for the Motorboating merit badge or equivalent.
   - Except for whitewater and powerboat operation as noted above, either a minimum of three hours of training and supervised practice or meeting requirements for "basic handling tests" is required for all float trips or open-water excursions using unpowered craft.

For Cub Scouts:

Canoeing, rowboating, and rafting for Cub Scouts (including Webelos Scouts) are to be limited to council/district events on flat water ponds or controlled lake areas free of powerboats and sailboats. Before recreational canoeing, Cub Scouts are to be instructed in basic handling skills and safety practices.

7. **Planning.**
   - **Float Plan.** Know exactly where the unit will put in, where the unit will pull out, and precisely what course will be followed. Determine all stopover points in advance. Estimate travel time with ample margins to avoid traveling under time pressures. Obtain accurate and current maps and information on the waterway to be traveled, and discuss the course with others who have made the trip under similar seasonal conditions. (Preferably, an adult member of the group should run the course before a unit trip.)
   - **Local Rules.** Determine which state and local laws or regulations are applicable. If private property is to be used or crossed, obtain written permission from the owners. All such rules must be strictly observed.
   - **Notification.** The float plan must be filed with the parents of participants and a member of the unit committee. For any activity using canoes on running water, the float plan must be filed with the local council service center. Notify appropriate authorities, such as the U.S. Coast Guard, state police, or park personnel, when their jurisdiction is involved. When the unit returns from this activity, people given the float plans should be so advised.
   - **Weather.** Check the weather forecast just before setting out, know and understand the seasonal weather pattern for the region, and keep an alert "weather eye." Imminent rough weather should bring all ashore immediately.
   - **Contingencies.** Planning must anticipate possible emergencies or other circumstances that could force a change in the original plan. Identify and consider all such circumstances in advance so that appropriate contingency plans can be developed.

For Cub Scouts:

Cub Scout canoeing, rowboating, and rafting do not include "trips" or "expeditions" and are not to be conducted on running water (i.e., rivers or streams); therefore, some procedures are inapplicable. Suitable weather requires clear skies, no appreciable wind, and warm air and water.

8. **Equipment.** All equipment must be suited to the craft, to the water conditions, and to the individual; must be in good repair; and must satisfy all state and U.S. Coast Guard requirements. To the extent possible, carry spare equipment. On long trips or when spare equipment is not available, carry repair materials. Have appropriate rescue equipment available for immediate use.

9. **Discipline.** All participants should know, understand, and respect the rules and procedures for safe unit activity afloat. The applicable rules should be presented and learned before the outing and should be reviewed for all participants at the water's edge just before the activity begins. When Scouts know and understand the reasons for rules, they will observe them. When fairly and impartially applied, rules do not interfere with the fun. Rules for safety, plus common sense and good judgment, keep the fun from being interrupted by tragedy.

WATER RESCUE

In the BSA's Lifesaving literature, an "order of rescues" has been determined to help boys learn safe, effective water rescues. The rescue methods are taught in order of use: (1) reach, (2) throw, (3) row, and (4) go with support. All Scouts participating in aquatic activities need to be aware of these rescue techniques. Cub Scouts should learn the correct order of rescues so that as they grow older, they will already know the right information.

The first two effective rescue methods are the easiest and safest techniques because they do not require any swimming. Even the most experienced lifesaver will never try a swimming rescue when assistance can be given more safely and easily.

1. **Reach**

   Reaching rescues are safe, simple, and highly effective. If the person in trouble is close to you, lie down, extend a hand, and try to grab the victim's wrist. Nothing could be simpler. If he or she is beyond your reach, then use any available object to extend your reach, such as a pole, paddle, stick, or towel.

2. **Throw**

   If a person needing assistance is beyond any possible reach, try a throwing rescue. PFDs, picnic coolers, wooden benches, deck chairs, spare tires, or any other item that can float can give support. These objects can be thrown, heaved, or shoved to a victim, but a floating object with a line attached is the best approach. Either the line or the object could be used alone.

3. **Row**

   If you are unable to reach the victim or throw an object to the victim, then you need to get help. This help could be a boat that can get you or someone else close enough to reach or throw something to the victim. You should make a rowing rescue only if you are a swimmer and know how to handle the boat. First be sure to put on a PFD, and then row to within reaching or throwing distance of the victim. When you are firmly braced in the boat, extend a paddle or oar or throw a floatation device to the victim.

4. **Go (With Support)**

   Only in rare situations will a swimming rescue be the only choice. It can be quite dangerous to be in the water with a panicky or unconscious victim, so only people trained in swimming and lifesaving should attempt a swimming rescue. Even when a swimming rescue is tried, the rescuer should always take something with him or her that can be used for floatation.

Cub Scouts need to be reminded that getting entangled with a drowning victim is a sure way of getting into trouble. They should never put themselves at risk when doing any water rescue. If reaching and throwing don't work, GET HELP!

CUB SCOUT–AGE BOYS

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UNDERSTANDING BOYS

Scouting is designed to meet the ever-changing needs of a boy. It introduces him to the world of ideas, attitudes, values, beliefs, and skills that are important to his development. What a boy learns as a Cub Scout and as a Boy Scout will provide a solid foundation for his future.

The Cub Scout years are developing years for young boys, falling between the dependence of early childhood and the relative independence of early adolescence. Cub Scout–age boys are becoming more competent. It is important to them to demonstrate what they can do—whether it is climbing fences, performing wheelies on their bikes, achieving stunts on their skateboards, or taking dares. Eager to prove themselves to their friends and to validate their own self-worth, they show off what they can do—and sometimes they fail to plan ahead and are forgetful of safety.

The leader who understands and recognizes the normal developmental changes of these years will have a much better Cub Scouting experience, and so will the boys.

Although typical behavioral patterns exist for any age category, each boy will be unique. Racial, ethnic, social, and cultural environments influence development. Differences are particularly apparent among 10-year-olds. A small number might already be experiencing the accelerated growth associated with puberty, whereas others will resemble 8-year-olds.

You must be careful not to confuse size with psychological maturity. Being sensitive to the needs of each is a significant element of leadership. Activities for Tiger Cubs, Cub Scouts, and Webelos Scouts have been designed for specific groups, yet each component of the program is flexible enough to adapt to the needs of traditional, nontraditional, and physically or emotionally challenged boys.

PHYSICAL DEVELOPMENT

Cub Scout–age boys

- Are becoming healthier and stronger
- Are full of energy
- Are steadily growing
- Are becoming better coordinated
- Are impatient with aspects of personal hygiene

- **Boys are becoming healthier and stronger.** Many boys who have chronic problems such as asthma and allergies may have fewer serious episodes of illness. Others who are physically and emotionally challenged are learning to adjust and cope.

- **Boys are full of energy.** They have a need for an outlet for their energy, particularly if they have been sitting in a classroom for an extended period of time. They can be noisy and boisterous, and the need to romp and play is characteristic of their behavior.

- **Boys are steadily growing.** They are often quite thin and lack muscle mass. Second-graders are also losing baby teeth and for a while will have an "all teeth and ears" look. By fifth grade, they will be both taller and heavier, have more stamina, and be capable of more sustained effort.

- **Boys are becoming better coordinated.** Many boys appear clumsy and still fall and bump into things fairly frequently and are accident-prone. By fifth grade, most

boys have achieved much better control and increased their mastery of large muscle activities.

- **Boys are impatient with aspects of personal hygiene.** Self-care routines can be a source of conflict, and few boys of Cub Scout age appreciate the fact that cleanliness is important. Tasks such as brushing their teeth, combing their hair, and dressing are not important to them.

BUILDING RELATIONSHIPS

Cub Scout–age boys

- Have a strong need for family support
- Are learning to interact within groups
- Are becoming genuinely devoted and committed to their friends
- Prefer dynamic group games
- Need acknowledgment for their performance

- **Boys have a strong need for family support.** Although they may be willing to try new things on their own or with peers, boys still need family members whom they can trust and with whom they can share their experiences. By fifth grade, boys are ready for greater independence and responsibility. They resent being treated like "little kids" although they still want their parents to be there for them.
- **Boys are learning to interact within groups.** Generally, boys understand the importance of friends, and many appear anxious about whether or not others approve of them. Still immature, they often view life mainly from their own perspective.
- **Boys are becoming genuinely devoted and committed to their friends.** They usually engage with enthusiasm in group activities. Many youngsters of this age also form spontaneous clubs and other fluid, though often short-lived, peer groups.
- **Boys prefer dynamic group games.** Young Cub Scout–age boys love to succeed, and they have a great desire to win every time. They have difficulty understanding and mastering intricate rules of games and may lay blame on their opponents. Fifth-graders, on the other hand, usually have a sharp sense of rules. They can make a distinction between intentional and accidental rule violation.
- **Boys need acknowledgment for their performance.** Sometimes boys avoid trying innovative endeavors because they are afraid that others might see them perform inadequately. Fifth-graders thrive on praise, too, but prefer not to be singled out in front of others.

DEVELOPING MINDS

Cub Scout–age boys

- Are concrete thinkers and take things very literally
- Are beginning to understand that behavior involves motivation and consequences
- Enjoy meetings that are distinct from their school-day experiences
- Have different learning styles
- Are curious and adventurous
- Can be highly imaginative
- Are collectors
- Have short attention spans
- Are still developing a sense of time

- **Boys are concrete thinkers and take things very literally.** Subtleties and humor frequently escape them, and they often interpret "what if" and "maybe" as promises that they expect to be kept. They are beginning to build concepts out of their concrete experiences, however, and they can use these ideas to imagine possibilities and solve problems.
- **Boys are beginning to understand that behavior involves motivation and consequences.** By first and second grade, boys are likely to try to explain away bad outcomes with, "I didn't mean it." Fifth-graders are better at planning ahead to predict the possible consequences of a course of action. They are better at communicating with others because they can begin to see others' point of view.
- **Boys enjoy meetings that are distinct from their school-day experiences.** By second grade, most boys have begun to read on their own with varying success and interest. Cub Scouting often stimulates interest in reading and learning because the activities create a need to know more. Cub Scout activities do not have the association with failure that formal schoolwork has for many boys. Boys having problems at school might turn out remarkable Cub Scout projects.

Boys With Disabilities

The increased demands that school places on boys this age make it a particularly confusing and perplexing time for children who are physically and emotionally challenged. They want to be right, but their very best efforts don't always measure up to standards.

Classroom anger and frustration might show up as immature and inappropriate behavior elsewhere. Teasing from peers frequently adds to the burdens that learning-disabled children endure.

Children with disabilities need special understanding from leaders and fellow Cub Scouts. You should remember that Cub Scouts of all abilities tend to balk when they think meetings are too much like school.

- **Boys have different learning styles.** Educators have discovered that children, and even adults, vary in the ways they learn best. Some people learn best visually, whereas others gain information best through listening to the spoken word. Still others learn best through a hands-on approach. Cub Scouting emphasizes a "learn-by-doing" approach and gives these youngsters a chance to shine.

- **Boys are curious and adventurous.** For the Cub Scout, so much of the world is still new and waiting to be discovered. First- and second-graders are eager to meet life head on—often with a willingness to take risks that outrun their abilities.

- **Boys can be highly imaginative.** Boys are ready to picture themselves in all kinds of roles and situations. Their ability to pretend opens opportunities for them to explore new ideas and feelings and their relationships with each other. Cub Scouting plays an important part in keeping curiosity alive by providing opportunities for boys to do and learn things in subjects that interest them.

- **Boys are collectors.** Cub Scouts seem to accumulate things indiscriminately. Although they might express interest in collecting, their attention usually shifts from one thing to another. They are more concerned with quantity than quality. Fifth-graders retain their interests in collecting but might have settled down to a more serious focus on one or two items. They are likely to spend more time in counting, sorting, and arranging collections.

- **Boys have short attention spans.** First- and second-graders throw themselves into activities with great enthusiasm but might be ready to move on to something else in a remarkably short time. But when something really interests them, Cub Scouts can stick with it longer. They also like to return again and again to favorite activities.

- **Boys are still developing a sense of time.** Many first- and second-graders can tell time with a clock, but they might have little sense of what time means. They express interest in planning, and particularly like to know what is coming next. By age 10, most boys have improved their time-management skills. They enjoy making rather elaborate plans and can generally get to where they want to be pretty much on schedule.

LEARNING VALUES*

Cub Scout–Age Boys

- Are developing ideas about right and wrong
- Are beginning to see the value of trying to get along with others
- Have a growing appreciation for fairness
- Are beginning to see that values are important
- Like being helpful

- **Boys are developing ideas about right and wrong.** By second grade, many boys do what is right because they have progressed in their moral development and have learned important values. Others may do what is right primarily to avoid punishment.

- **Boys are beginning to see the value of trying to get along with others.** By age 10, most youngsters have begun to relate conformity to rules with self-interest. They are interested in the benefits they receive when they follow the rules. This age is also a time of much bargaining. They are beginning to understand that others have rights, too.

- **Boys have a growing appreciation for fairness.** Some psychologists believe that sensitivity to the feelings of others is the beginning of a moral sense. The young Cub Scout takes a fairly rigid stand on the issue of fairness.

- **Boys are beginning to see that values are important.** Some boys begin to realize that the ideas expressed in the Cub Scout Promise and the Law of the Pack are values that American society feels are important. Modern American culture requires both boys and girls to be able to experience moral issues in terms of obedience to rules and to explore them within networks of relationships.

- **Boys like being helpful.** Boys are not too young to do things for others. Boys enjoy helping others, especially if they can see that their service actually meets a need. At the end of a service project, have time for discussion so that boys can come to understand their experience, learn from it, and grow.

*This discussion of moral development is based on the work of noted psychologists Jean Piaget, Lawrence Kohlberg, Carol Gilligan, and R. L. Selman.

Keys to Successful Service Projects

- Choose something that is challenging and genuinely helpful.
- Choose something that is developmentally appropriate for boys to do.
- Prepare boys for the experience. Let them know what to expect, what they will be doing, and how their efforts will be helpful and appreciated.
- Have a well-informed adult supervise the activity.
- At the end of the project, have a reflecting period during which boys can talk over the experience and discuss what they learned.

PEER RELATIONSHIPS

Peers are very important in the lives of children. To boys of Cub Scout age, what their friends think, feel, say, and even wear to school are important. This period before adolescence is a period of measuring self-worth, comparing self with peers, and seeking acceptance. The child who feels secure in these three areas will probably do well. The child who feels or perceives himself or herself as lacking or not making the grade will be more vulnerable to problems.

Den and pack meetings can be used to improve peer relationships, teach boys to get along with others and work together, and give boys a group in which they can feel they belong. Badges and recognition items are positive rewards for accomplishments. Cub Scouting can help each boy feel proud of himself in his uniform and as a member of his group.

TODAY'S CHALLENGES

Adults like to imagine childhood as a secure and blissful period during which children can freely explore nature and come to appreciate various aspects of their racial, ethnic, and cultural heritage. Adults would like childhood to be a time when children can be children without fear of abandonment and abuse. It should be a time when children not only see love in action but feel it, too. For many children this is a certainty; however, an increasing number of children do not experience these things.

Many children of Cub Scout age live below the poverty level. Some will spend at least part of their early years in a family with only one parent present. For many young children, including some living with two parents, the hours between school and their parents' return from their jobs will be spent alone or with siblings. Others miss out on the familiar neighborhood playtime before dinner that once shaped an essential element of American culture.

More disturbing is the increasing number of children who are experiencing neglect or physical, sexual, or emotional abuse at the hands of adults. Often, these adults are their parents, relatives, or close friends. In many communities, crime and violence have become routine. Many social institutions—such as the family, the schools, religious institutions, and public welfare—and policymakers are struggling to address the issues affecting both children and communities.

Some disadvantaged children know little or nothing about hope. Children reared without a sense of hope see little point in subjecting themselves to attending school and discipline, let alone preparing for the future. These youngsters are vulnerable to exploitation, and they are more likely than others to engage in self-destructive behaviors such as using drugs and alcohol, homicide, early sexual encounters, possessing and using weapons, truancy from school, and even suicide.

Children need family members, role models, or leaders to talk with openly and to discuss their concerns. Often, children will turn to their peers who might know even less than they do and are not coping any better themselves. Many problems have the same basic causes: poor communication, inadequate information, increasing stress, misunderstandings, poor self-concept, and inadequate support from others.

Drugs

Throughout the country a growing child is likely to be confronted with some aspect of the misuse of drugs. Most boys have thoughts and opinions about it. These opinions are constantly evolving as the boy receives new input from leaders, parents, and other adults, friends, and peers. The opinions of these significant people in the boy's life are extremely important in the evolution of his thoughts and ideas, not only about drugs but about other important issues affecting his life, as well. When a boy has positive, supporting elements in his life pattern, he is much less likely to become involved with drugs.

The BSA has a resource called "Drugs: A Deadly Game! Choose to Refuse," No. 26-511, and its companion leader guide, No. 26-521, are available through the Drug Abuse Task Force, S302 at the national office. Test questions are in the leader guide and can be downloaded from www.scouting.org/drugquiz.

Elements in a Boy's Life that Help Deter Use of Drugs

- Warm and open relationships between the boy and his family
- Good friends who are loyal and dependable
- Positive self-concept
- Ability to reach out to others
- Real highlights in the boy's life

Make sure that boys know these facts:

- All drugs are dangerous when misused—even aspirin.
- Drug misuse doesn't solve problems, it creates bigger ones.
- Sometimes people must take an open stand against things they know are wrong.
- People simply don't need drugs if they have real "highs" in their lives.
- Family can be a great support. Often, the best place to bring a problem is home.

Alcohol

An increasing number of preteens are experiencing problems with alcohol abuse. Many began drinking during their preteen or Cub Scout years. Sometimes, drinking can be encouraged by a child's environment, either in his home or at a friend's home where alcohol is prevalent.

Cub Scout–age youth need to be reminded of the harm of alcohol and know that support from their Cub Scout leaders is available.

Suicide

Suicide and suicide attempts are serious problems among teens and preteens. Boys seem to succeed in their suicide attempts more frequently than girls. Many of the youth who commit suicide have alcohol in their systems. Most have some form of disruptive behavior in their history, such as truancy, running away, drug or alcohol abuse, getting into fights, and/or rebelling.

A basic ingredient of suicide is depression, or the holding of feelings inside most of the time. Again, open and honest discussion, caring, and "being there" can go a long way toward the prevention of suicide attempts.

Child Abuse

Child abuse—neglect and emotional, physical, and sexual abuse—is a concern for everyone. In many cases the abuser is a family member, and the child often has nowhere to turn. If one of your Cub Scouts turns to you, you need a basic understanding of the problem to be able to respond appropriately.

Refer to Chapter 27, "Youth Protection," which details information on recognizing and reporting child abuse and provides BSA policies and guidelines on Youth Protection.

For more information on child abuse, read "How to Protect Your Children from Child Abuse: A Parent's Guide," contained in the front of the *Tiger Cub Handbook, Wolf Handbook, Bear Handbook,* and *Webelos Handbook.* Youth Protection training is also available through local council Web sites and on DVD (AV-09DVD01).

WHAT CAN LEADERS DO?

Leaders can follow some basic guidelines to help provide the kind of loving, supportive atmosphere that children need. Leaders need to provide activities that enhance the boys' positive growth and provide them with the tools they need to deal with life's problems and stresses.

Communication is a crucial ingredient for healthy living. A boy needs to know that he can talk about his problems and concerns openly without fear of rejection, rebuff, or derision. He needs to feel support, love, and compassion from the people who are most important in his life.

Here are some basic guidelines:

- **Listen—**This is probably the most important component of effective communication.
- **Avoid lecturing—**Discuss problems with boys and be receptive to their input.
- **Be open—**Be receptive to new ideas and approaches. Boys need to feel that their ideas are important, even if your final decision as a leader is to the contrary.
- **Accept mistakes—**Expect mistakes both in yourself and in your Cub Scouts. Help them understand that it's all right to be wrong or to make mistakes as long as we acknowledge them and try to learn from them.
- **Admit when you don't know the answer—**Don't give false answers to questions. Make every effort to find out the answer to questions and get back to boys.
- **Communicate caring—**Do this both verbally and nonverbally. Don't be afraid to show boys through your actions and support that you care.
- **Compliment appropriately—**Reinforce positive behavior. Expect Cub Scouts to do their best. Praise boys when they do well. Try not to praise a mediocre or poor job, because Cub Scouts know the difference between a good job and a sloppy one.
- **Be consistent—**This is probably the hardest task. If your unit has several leaders, try to be consistent with one another. Discuss your joint approach to a problem or a concern, and then discuss it with Cub Scouts.
- **Discuss problems together—**If your unit is having a disagreement, discuss the solution together. Be open to input from all members. If boys feel that they are part of a solution, they will take it more seriously—and feel more worthwhile themselves.
- **Try to be available to talk—**If one of your Cub Scouts comes to you, try to take time at that moment to talk. If you are too busy or are involved in something else, take a moment to set up a time when you can talk. Be sure to keep your appointment.

MANAGING BOYS

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YOUTH MEMBER BEHAVIOR GUIDELINES

The Boy Scouts of America is a values-based youth development organization that helps young people learn positive attributes of character, citizenship, and personal fitness. The BSA has the expectation that all participants in the Scouting program will relate to each other in accordance with the principles embodied in the Cub Scout Promise.

One of the developmental tasks of childhood is to learn appropriate behavior. Children are not born with an innate sense of propriety, and they need guidance and direction. The example set by strong adult role models is a powerful tool for shaping behavior and a tool that Scouting stresses.

Member Responsibilities

All BSA members are expected to conduct themselves in accordance with the principles set forth in the Cub Scout Promise. Physical violence, hazing, bullying, verbal insults, and drugs or alcohol have no place in Scouting.

If confronted by threats of violence or other forms of bullying from other youth members, Scouts should seek help from their pack leaders or from their parents.

Unit Responsibilities

Misbehavior by a single youth member in a Scouting unit may become an unreasonable burden on that unit and constitute a threat to the safety of those who misbehave as well as to other unit members.

Adult leaders of Scouting units are responsible for monitoring the behavior of the youth members and interceding when necessary. Parents of youth members who misbehave should be informed of the problem and asked for assistance in dealing with it.

The BSA does not permit the use of corporal punishment by unit leaders when disciplining youth members.

The pack committee should review repetitive or serious incidents of misbehavior in consultation with the parents of the child to determine a course of corrective action, including possible revocation of the youth's membership in the pack. When problem behavior persists, units may revoke the Scout's membership in that pack.

The pack should inform the Scout executive in cases in which allegations of sexual victimization by another Scout or physical injury occurs.

DEN DISCIPLINE

Young boys tend to be noisy, active, and full of energy. How do you, as a leader, keep Cub Scouts under control? How do you handle noise? These are questions that you might-ask yourself as you approach the responsibilities of leadership. Accepting the fact that boys *will* be noisy is the first step. Second, find a meeting location where noise isn't an-issue. After that, good group discipline is about 90 percent preparation.

Part of that preparation is the awareness of what boys are like at various ages (see Chapter 15, "Cub Scout–Age Boys"). Make assets out of their abilities and interests instead of liabilities. Then as they mature, so do you—right along with them.

Make sure that group activities remain fun and challenging. The other element of preparation is planning enough to do and having enough physical and human resources on hand to keep the group going for the entire meeting.

Some people think that the best kind of control is inner control, but Cub Scouts are a long way from reaching such a goal. This does not mean that they are too young to try. You

can put first- and second-graders' interest in fairness to work to create some operating rules that the group members agree to follow.

Positive behavior can be achieved by using many of the tools provided by Cub Scouting, such as

- Expressing clear expectations of good behavior to the boy and his family
- Developing a den code of conduct with the boys
- Using two-deep leadership, especially on trips and outings
- Having trained den chiefs help with den activities
- Following the suggested Cub Scout den meeting structure outlined in BSA resources
- Using positive recognition or reinforcement aids such as good conduct candles, marble jars, and stickers

For detailed explanations of these ideas regarding den discipline, refer to the *Cub Scout Leader How-To Book* ("Accentuating the Positive").

DEN CODE OF CONDUCT

The den leader and the boys in the den should develop a den code of conduct—or set of group rules. Introduce the subject of a den code of conduct during an open discussion of how friends act toward one another. Boys will often contribute proposals that relate to safety, to respect for property, and to relationships with others. You can make suggestions along these lines if the boys don't bring them up.

A few rules are enough for a start, but the boys might need to add others from time to time. They also might want to write out their den rules and sign on a line at the end of the list. This is a way of sharing with parents and guardians the expectations of their sons.

Review Chapter 3, "Cub Scouting: A Positive Place" for more guidelines.

The Boy Scouts of America emphasizes a "positive place" in Cub Scouting. Any Cub Scouting activity should be a positive atmosphere where boys can feel emotionally secure and find support, not ridicule, from their peers and leaders. Activities should be positive and meaningful and help teach the ideals and aims of Scouting.

Although groups of boys of this age will have their good days and bad days, they are most likely to try to live up to rules that they helped develop themselves. Boys need to learn to judge their behavior in terms of more than conformity to rules. They need to learn about caring, too. Just as they can make up rules, they can decide on some of the caring values that they want to represent their den.

GUIDANCE USING VALUES

The ideas of fairness, helpfulness, and cooperation are all found in the Cub Scout Promise and Law of the Pack. These important values can be a good start for discussions about conduct. With guidance, even young Cub Scouts can discuss their actions and decide how they fit with the den's chosen values. Such exchanges not only reinforce these values but also help boys develop critical thinking skills.

Webelos Scouts are much more adept at developing rules and can generally be depended on to adopt reasonable ones for their group. They might want to change rules from time to time as circumstances change. By age 10, boys are beginning to understand that even public laws are made by people and that people can change them. They are ready to discuss rules in a fairly businesslike manner and will engage in a lot of bargaining with peers and adults.

Webelos Scouts also need active encouragement if they are to continue developing a caring orientation in their lives. They are ready to begin exploring the meaning of responsibility for the welfare of others. You can use their growing ability to take the perspective of others as a tool in your guidance. For example, encourage them to talk about the "whys" of the Scouting for Food Good Turn in terms of real human needs in their communities. They are ready to share because it is the right thing to do, not just because someone tells them they must.

Give boys responsibility to help them think more deeply about positive attitudes, beliefs, values, norms, and actions. You want to teach boys how to learn from experience and how to gain some mastery over the events in their lives. This approach will take effort at the beginning but will soon begin to take hold as the boys learn to discipline themselves. Self-discipline is the key to group discipline.

HELPFUL HINTS FOR DEN DISCIPLINE

1. **Use the Cub Scout sign to get attention.** When boys and adults see the sign, each should stop talking and raise his or her arm in the sign. Eventually, the room will be quiet. Don't shout or yell for attention. Wait until everyone is quiet before you speak. As this method becomes a habit in your meetings, it will soon be the best way to get attention quietly and quickly.
2. **Keep den and pack meetings fast-paced and have many interesting activities.** Have activities for early arrivals, and alternate boisterous and more-quiet activities. Keep in mind that you don't have to crowd everything into a single meeting. There's always the next meeting.

3. **Try to get to know each boy.** Find out what he likes and dislikes. Don't be afraid to let the boy know something about you. Stay in contact with his family and be responsive to what might be going on in other aspects of his life.

4. **Behave toward boys impartially, regardless of race, social class, religion, and any other difference.** Boys expect fair treatment, and the example of all leaders becomes their model. If you make promises as a leader, you must make every attempt to keep them; at the same time, point out that at times, promises must be broken for good reasons. Knowing that young boys don't have a clear idea of "maybe," you need to offer as much guidance as possible concerning indefinites.

5. **Listen attentively and try to understand what is written or spoken.** If you are experiencing difficulty understanding an interaction with a boy, ask him to clarify. If possible, try to look at the situation from his point of view. Encourage him to tell how he feels, but resist the temptation to tell him how he should feel. Remember that boys are boys, and they do not yet have the maturity of an adult.

6. **Don't criticize a boy in front of his den or pack.** He will feel betrayed and humiliated. Wait until you can talk with him alone (yet in view of other adults, in accordance with Youth Protection guidelines). Get him to tell you what went wrong from his perspective, and then explain how you interpret the situation. Make an effort to find some common ground and begin once more.

7. **Focus on the positives and minimize the negatives.** Help boys to look for good in every situation. Remember to give praise when it is earned and even when it's not expected. "Always give encouragement," Baden-Powell said. "A pat on the back is a stronger stimulus than a prick with a pin. Expect a great deal from boys and you will generally get it."

8. **Give boys opportunities to make choices.** Provide real options and involve them in the planning of group activities. Sharing the power as well as the fun gives boys a feeling of ownership of the group's success and responsibility for things that do not go well.

9. **Provide them with appropriate challenges.** What is exciting to a 7-year-old might bore a 10-year-old. What is exciting to a 10-year-old might frighten a younger child. Focus on the strengths of each developmental stage, and develop the program with the boys. Remember that the youngster who tests your patience the most might need Cub Scouting the most!

10. **Take some extra time to reflect on each meeting and learn from your own experience.** Start with what went particularly well. What made it go? What part did you play? What parts did the boys and/or other adults play? How can you make this combination work again? Also focus on what didn't work well. What aspects of the meeting needed more planning, resources, and leadership? Could you have done anything to prevent problems? Could you put these ideas into action earlier the next time a problem comes up?

Not all areas of behavior can be treated as subjects for discussion, particularly when dangerous, intentionally hurtful, or offensive behaviors are involved. On some occasions you must insist on obedience and save the dialogue for later.

Boys sense when some behaviors or events are getting out of control. In these instances they expect adult leaders to protect them and to restore order.

The best time to confront a crisis is when it occurs. Don't wait for it to resolve by itself. Afterward, the entire group might need time to calm down. If only one or two boys are involved, take them aside and talk to them tactfully.

Recognize that some boys have difficulties that are too great to be solved in a Tiger Cub, Cub Scout, or Webelos Scout den. Share your concerns with and seek assistance from the boy's parent or guardian or your pack committee or unit commissioner.

SOLUTIONS TO PROBLEMS

Be positive. Figure out what is not working quite right. Is it the meeting? Is it the meeting place? Is it the activity? Is it the Cub Scouts, or a particular Cub Scout? Now is a good time to work with the boys on building group responsibilities and leadership skills.

Use group problem-solving skills. These are skills that could help the Cub Scout throughout his life. Some boys have difficulty learning positive group skills. Try to support them by guiding them through some simple group decisions. If a plan or activity is not working, with guidance from you, let the Cub Scouts use their ingenuity to create a different plan. As the boys become more accustomed to making group plans, they will also become better able to handle conflict with others.

Steps for Solving Problems

1. Define the problem.
2. Determine the difficulties the problem is causing.
3. Determine the kinds of solutions that could fix the problem or make it better.
4. Try a solution. If the solution doesn't work, try a different one.
5. Evaluate the solution. How did it work?

Having a defined way of working out difficulties or changes is an especially good skill to build in boys who have disabilities. This method also allows development of leadership skills through discussion and decision-making among the Cub Scouts.

Here are some other general suggestions for plans that are not working well:

- Use a calm voice.
- Be flexible.
- Keep instructions short.
- Keep instructions simple.
- Remember that the boys come from a wide variety of backgrounds.

Also, remember that you have help from other leaders in your pack. Pack committee members and unit commissioners are resources to assist you.

CUB SCOUTS WITH DISABILITIES

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INTRODUCTION

Scouting is based on principles that include duty to God and country, human dignity, the rights of individuals, and recognizing the obligation of all members to develop and use their potential. Cub Scouting is dedicated to bringing out the best in people, with the emphasis not on winning as an end result but on the far more demanding task of "doing one's best." A boy should not be compared with other boys in the pack but should be expected to do his best.

When looking at a Cub Scout, look at the whole boy:

- What are his *characteristics* (physical, emotional, developmental, spiritual, learning methods, interest areas, and strengths)?
- What are his *areas of opportunity?* Opportunities provide a chance for a boy to add new skills or build strengths. How can a boy's areas of opportunity be turned into strengths?
- What are his *abilities?* How can his abilities be strengthened? We know that boys in this age group are in a continuous process of growing physically, mentally, socially, emotionally, and spiritually.

By looking at each boy as an individual, we find that each boy has his own set of abilities. Boys with specifically identified special needs or specifically identified special considerations are no more nor less than boys with their own set of abilities. These boys, like all boys, have their own set of strengths, too.

Cub Scouts come with many different combinations of personalities and abilities, and each boy is a unique individual. By combining this realization with the aims of Scouting—to encourage character development, citizenship training, and personal fitness in boys—we can provide a program for any boy. Through the Scouting program we can challenge each boy to develop and use his potential with support and guidance from other members and leaders.

Every boy in the den, and every den in the pack, is part of a cooperative group working together with shared responsibilities. This cooperative group, emphasizing individual leadership, makes Scouting work well for boys with different abilities. Children with and without identified disabilities benefit from working and cooperating together. Cooperative learning helps boys develop group skills, while shared responsibilities and a shared decision-making process promote leadership skills in all boys.

The motto of Cub Scouting is "Do Your Best," which makes the program easily adaptable to every boy, regardless of identified disabilities. Your assignment as a leader is to help all Cub Scouts find success in *doing their best.*

FOUR CATEGORIES OF DISABILITIES

Disabilities may be defined in four broad categories:

1. **Learning disabilities** can affect understanding, listening, thinking, speaking, reading, writing, spelling, or doing mathematical functions. An example of a learning disability would be attention deficit disorder (ADD). Remember, not all disabilities are visible.

2. **Physical disabilities** hamper physical activities. For example, difficulties with the hearing process, need for hearing aids, and any degree of loss of hearing are all included in a hearing disability. A visual disability includes any interruption in the sight process. Any communication disorder that adversely affects a child's speech or language is a part of a speech/language disability.

3. **Developmental disabilities** directly affect or limit a boy's ability to learn. Developmental disabilities also may limit levels of social maturity. Examples include Fragile X syndrome or Down syndrome.

4. **Emotional disabilities** can affect a person's ability to adjust to general problems, stresses, and situations of daily life as well as an individual's ability to be with others and to cope with new situations.

UNDERSTANDING ABILITIES

1. **Communicate with the boy's parents/guardians.** Parents or legal guardians are a primary resource as well as advocates for the Cub Scout. Seek guidance from them on how best to work with the boy.

   A *parent-leader conference* (in person, on the telephone, or written in the form of a questionnaire) may help you get the knowledge and awareness that you need to work as a team with the parents to help the Cub Scout be successful.

2. **Observe the Cub Scout**. Although the boy is young, he needs people around him to encourage independence and self-advocacy. Self-advocacy—the process of knowing and being able to communicate personal needs and abilities—is important for any youth to learn. He needs to learn what his strengths are and how he needs help. He also needs to learn how to communicate these strengths and needs. Through this process a Cub Scout will start to develop skills for leadership and for self-reliance.

   Observing Cub Scouts participating in den or pack activities and interacting with other Cub Scouts will give you some insights into each boy's abilities. A den leader with a new group of boys might want to play some "get-acquainted" games that can give information about the boys and reveal some of the group dynamics.

3. **Accept each boy.** Boys who have disabilities are often integrated into a regular den and pack. The Cub Scout motto, "Do Your Best," needs to be in effect whenever the boys are participating in Cub Scouting activities. When working with any boy, particularly when working with a boy who has some special needs, you need patience and understanding. Boys have a right to receive patience, understanding, and respect. Accept each boy for who he is and what he can contribute. Offer him the friendship and encouragement he needs. Try not to overprotect or underassist boys who have disabilities.

   Keep in mind that each of us has *different abilities.* Each of us cannot do what everybody else can do—perhaps because we fear unsafe territory, or we have an attitude that prevents us from a particular accomplishment, or we have never learned or developed a particular skill. We are, however, each important individuals, and we do our best.

GENERAL GUIDELINES

Every boy develops skills at his own rate. By viewing each boy as unique and striving to meet his individual needs, the den and pack will become a more enriching environment for every boy in the den. These general guidelines are particularly important when you are working with and guiding boys with special needs; however, you will find them important and useful also for your interactions with every boy.

Possible Questions for a Parent-Leader Conference

- **Does the boy have any special considerations?** Include items such as food or environmental allergies, restrictions on indoor/outdoor activities, special behavioral needs, special learning methods, special dietary needs.
- **What are his general characteristics?** Is he shy or outgoing? Is his temperament easygoing or is he easily frustrated? What are his strengths and abilities?
- **How does he learn best?** Does he like to experiment with items, to take items apart or put items together to find out how they work? Does he like to learn through watching and observing, or by listening to people or recordings? Does he like discovering items in nature? Is he aware of other people's needs and thoughts?
- **What are his personal needs?** Does he need any special accommodations? Does he use any assisting or adaptive equipment?
- **What are his areas of opportunity?** Is he learning any new skills or are there new skills he wants to learn?
- **What are emergency procedures and emergency names and phone numbers that might be needed?** Include any other pertinent emergency information.

1. **Follow the Cub Scout motto, "Do Your Best,"** and you will help create success for boys who have special needs.

2. **Use your resources,** which include people, materials, the pack committee, other organizations, the boy's parents, and the other boys in the den.

3. **Preplan all activities,** especially outdoor activities and field trips. Is the site accessible for every person in your group? Are the activities accessible for every person in your group? What special accommodations are needed? Are any special health or safety issues involved for any person in your group?

4. **Plan activities to include all ability levels** because each boy develops at his own rate.

5. **Emphasize individual abilities** while making necessary allowances for areas of need.

6. **Simplify instructions and activities.**

7. **Use a variety of instructions** for each activity. Verbal instructions with a demonstration may help teach the boys. Sometimes, it is good for boys to figure out how to do something on their own.

8. **Keep a good supply of "filler" activities on hand** for times when an activity ends early or you need a short activity to fill time.

9. **Keep quiet activities quiet,** but not inactive. A discussion will hold boys' attention for only a short time.

10. **Start with simple, easier activities** with a new group of boys until you find out the abilities of each boy.

11. **Include ethical, decision-making activities** to help build a cooperative and understanding group in your den.

12. **Promote an awareness of diversity in the group.**

13. **Practice new skills in smaller den groups** before using the skills, such as ceremonies, skits, and songs, at a pack meeting. Boys need the opportunity to build their self-confidence in a small cooperative group before using the skill in a large group.

DEN AND PACK MEETINGS

As with the "General Guidelines" above, these ideas for helping you have successful den and pack meetings are important for *all* boys, but maybe particularly so for boys with special needs.

Successful Meeting Elements

- Organization
- Routine and consistency
- Minimal rules
- Support
- Planning and balance

1. **Organization.** Try to be as organized as possible. When organization feels minimal, stop and look closely to discover some kind of underlying structure or find a way that you can impose one. Follow the suggested structure for den and pack meetings in *Cub Scout Program Helps.* If there appear to be too many separate activities for the Cub Scouts, reduce the number. If boys are distracted or their attention is drifting elsewhere, usually there are too many activities.

   In between each part of the meeting is a transition time as you change from one part to the next. Ensure that every Cub Scout knows what he should be doing between parts to avoid distractions. In pack meetings, these transition times are great for run-on skits. In den meetings, you could assign each boy a specific task, such as a short project, song, or cheer. Try to have only one activity occurring at a-time because otherwise, it can be difficult for a boy to concentrate.

2. **Routine and consistency.** Having a routine makes pack leadership jobs easier and planning easier. Use the same routine for each meeting. Boys will know what to expect as well as what is expected of them. If the meeting's routine is going to change, make the changes known to boys ahead of time.

3. **Minimal rules.** Keep meetings simple, and limit the number of rules. Rather than having a large list of Do's and Don'ts, try limiting rules to three basic positive rules that will cover any other rule you may need. Remember **KISMIF**—Keep It Simple, Make It Fun.

   Your three basic rules could be:

   1. Keep yourself safe.

   2. Keep other people safe.

   3. Keep your place and materials safe.

   Any boy at any ability level will find it easier to remember these three basic rules rather than a long list. You can expand on these rules by discussing with Cub Scouts what each means. Provide examples; for instance, name-calling would not feel safe to other boys. Running when it is time to walk would not be keeping yourself safe. Using tools incorrectly or not leaving an area clean would not be keeping materials or the meeting place safe.

These rules are positively worded, can create a sense of responsibility and leadership, and can help build a cooperative group. Help the Cub Scouts become responsible for these rules. Some boys have not had many chances to make decisions. Through making group decisions, boys can learn decision-making processes that will help them make decisions and become more independent.

Remember: Boys should help determine the rules whenever possible.

4. **Support.** A good support structure is a must. You may have a Cub Scout in the den who has a disability that requires special assistance or accommodations. Parents or special assistants may be needed to accompany the Cub Scout. Den chiefs can be a wonderful support within any den or pack meeting. Good planning can help you develop the support you need. Den chiefs, Cub Scouts, and parents/guardians can contribute to planning meetings.

5. **Planning and balance.** Plan your meetings in advance. Keep your meetings well-paced and not longer than 1¼ hours. A meeting that has routine, organization, and consistency is a well-paced meeting. "Down time" leads to distracted boys. Balance your meetings by alternating between quiet and active (but not rowdy) activities. Balance will help the meeting flow and maximize boys' attention spans.

ADAPTATIONS

Adapt your activities as needed to meet the needs and ability range of all of your Cub Scouts. Use the least amount of change necessary to make the activity successful for all boys. Allow adaptations in advancement requirements for boys who have special needs. Parents can help you determine the need for adaptations and what kinds of adaptations would be the most useful. Making changes in your Cub Scout activities requires skill along with knowledge of the boys. Some general adaptations and examples follow.

Materials Adaptation

Example:
A Cub Scout has little hand strength and is trying to carve.
Solution: Substitute a bar of soap for balsa wood.

Rules Adaptation

Example: A Cub Scout is unable to throw horseshoes the standard distance.
Solution: Let the boy move closer to the horseshoe pit.

Architectural Adaptation

Example: A Cub Scout in a wheelchair is unable to go bowling because the bowling alley is not wheelchair accessible.
Solution: In advance, find an alley that can accommodate wheelchairs.

Leisure Companion Adaptation

Example: A Cub Scout cannot stay on task and runs around.
Solution: An adult or older youth can become a buddy for the Cub Scout.

Cooperative Group Adaptation

Example: A Cub Scout has difficulty remembering the sequence of steps in a project.
Solution: Cub Scouts can work in cooperative groups to ensure success and completion of activities for everyone.

Behavioral Adaptation

Example: A Cub Scout is unable to participate during a meeting because of low concentration levels.
Solution: Talk with parents/guardians about a behavioral plan.

OPEN-ENDED ACTIVITIES

Open-ended activities do not have a particular outcome. They are wonderful for stimulating imagination, working together with a group, and animating boys' thinking processes. These activities include questions that have no expected answer, and they encourage boys to think about subjects that have no right or wrong answer.

For example, an activity that has no expected outcome is making a "genius kit." A genius kit is a creativity kit that contains a variety of materials with a variety of tools so that boys can create something—whatever they decide. Open-ended activities are good for developing leadership within a group as well as cooperation among group members.

OUTDOOR PROGRAM

Outdoor experiences are a key part of the Scouting program. Make the outdoor activities accessible for all boys in your group, following the three basic safety rules mentioned above:

- Keep yourself safe.
- Keep other people safe.
- Keep your place and materials safe.

Cub Scout camping should be made available to boys with disabilities. Cub Scout day camp, Cub Scout resident camp, and family camping can provide many memorable and positive activities for the boys. Cub Scout camping also provides opportunities for dens and packs to be strengthened, and boys with disabilities can become more involved with the group.

See Chapters 32, "Outdoor Activities," and 33, "Cub Scout Camping."

ADVANCEMENT

The advancement program is so flexible that with guidance, most boys can do the skills. It might take longer for a boy who is disabled to earn his awards, but he will appreciate them more when he knows that he has made the effort. The standard for every boy is, "Has he done his best?"

Include parents to help determine what "best" means for each boy. Develop the potential of each Cub Scout to the fullest of his ability through the advancement program. Adaptations are permitted in teaching the skills or activities for the advancement requirements.

You must be enthusiastic about helping youngsters with disabilities, but you must also fully recognize the special demands that will be made on your patience, understanding, and skill in teaching advancement requirements.

The Cubmaster and pack committee may give permission to a Cub Scout who has special needs to substitute electives for achievements that are beyond his abilities. It is best to include parents in this process of determining substitutions because they are most familiar with their son's abilities.

Remember to use frequent recognition for each boy. Cub Scouts love to be recognized for anything they do, and immediate recognition of advancement is even more important for boys with disabilities. The Immediate Recognition Kit, the den doodle, and the Den Advancement Chart all help provide immediate recognition in den meetings as boys complete achievements and electives. Remember that a month seems like a long time to a boy and that completing requirements for a badge might seem like forever to him. Be sure to give him periodic recognition at pack meetings when he earns a badge.

OTHER ISSUES

Boys Older Than Cub Scout Age

Boys older than age 10 who are either developmentally or physically disabled, including boys with visual, hearing, and emotional disabilities, are permitted to register in Cub Scouting. The chartered organization determines, and is allowed to make an informed decision about, whether a youth member with a disability is qualified to register beyond the normal registration age. The Cubmaster's signature on the boy's application or on the unit's charter renewal application certifies the approval of the chartered organization.

The chartered organizations using Scouting will determine, with approval of appropriate medical authorities, whether a youth member is qualified to register (based on the above definitions) beyond the normal registration age. The local council must approve the registration on an individual basis.

Medical Condition

The medical condition of all candidates for membership beyond the normal registration age must be certified by a physician licensed to practice medicine, or an evaluation statement must be certified by an educational administrator. Use the Personal Health and Medical Record form (No. 34414, page 34-51). Any corrective measures, restrictions, limitations, or abnormalities must be noted.

In the case of mentally retarded or emotionally disturbed candidates for membership, their conditions must be certified by a statement signed by a licensed psychologist or psychiatrist. Current health, medical, or certification records of all youth members beyond the normal registration age who have disabilities are to be retained in the unit file at the council service center.

Resources and Support

For additional information on membership and advancement of Cub Scouts with disabilities, check with your local council service center. You can also turn to the following:

- Parents or guardians
- Local or area support groups specific to certain disabilities
- General groups that work with a variety of disabilities (National Easter Seal Society, United Way, National Education Association)
- BSA publications
- School personnel
- Professional personnel
- Training
- Cub Scout pack members
- Disability advocacy organizations
- Merit badge counselors for the *Disabilities Awareness* merit badge

ADVANCEMENT

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WHAT IS ADVANCEMENT?

Advancement is one of the methods used to achieve Scouting's aims—character development, citizenship training, and personal fitness. Everything a Cub Scout does to advance is designed to achieve these aims and aid in his personal growth. Remember that badges are simply a means to an end—not an end in themselves.

Advancement is the process by which a boy progresses from badge to badge, learning new skills as he goes. The Cub Scout advancement program is designed to encourage the natural interests of a boy in a natural way. Each of the ranks and awards in Cub Scouting (Bobcat, Tiger Cub, Wolf, Bear, Webelos, and Arrow of Light) has its own requirements. As a boy advances through the ranks, requirements are progressively more challenging, matching the increased skills and abilities of a boy as he grows older.

Advancement gives boys a means of measuring their progress. They learn skills based on a standard that Cub Scouting provides. Credit is given to the Tiger Cub or Cub Scout for each requirement when the adult partner, parent, or guardian (or for Webelos Scouts, the Webelos den leader or activity badge counselor) is satisfied that the boy has done his best.

Advancement provides a satisfying means of recognizing boys for their progress. Boys have a ladder to climb with recognition at each step. Presenting awards to boys in meaningful ceremonies to recognize their accomplishments is a principle of advancement.

Advancement is not competition among boys. Each Cub Scout is encouraged to advance steadily and purposefully, setting his own goals with guidance from his family and leaders. Measurement for satisfying requirements is "do your best," and that level can be different for each boy.

Advancement is a boy-family experience. Advancement gives families excellent opportunities to share growing experiences and challenging activities with their sons. (See Chapter 5, "Family Involvement.")

HOW THE ADVANCEMENT PROGRAM WORKS

The success of the advancement program depends entirely on the way in which Cub Scout leaders and parents apply it. Careful research has gone into developing the advancement program to make certain that it contains activities boys like to do; however, den and pack leaders and families make advancement really work in the dens, in the home, and, most importantly, in the lives of boys.

The advancement program, when implemented correctly, will

- Help build a boy's self-esteem
- Help build his self-reliance as he discovers that he is now old enough to assume certain responsibilities toward other people
- Give a boy the positive recognition that he needs
- Bring a boy and his family closer through the advancement activities that family members enjoy together

The Tiger Cub Den Leader

The Tiger Cub den leader has the following responsibilities related to advancement:

1. Stimulate interest in advancement by providing opportunities for boys and adult partners to participate in den meeting advancement requirements.
2. Plan meetings with the host adult partner to fulfill the den meeting part of each Tiger Cub achievement, taking into account the monthly program theme.
3. Help adult partners understand and use the advancement plan.
4. Keep accurate records of achievements and electives that Tiger Cubs complete. Promptly provide the pack leadership with the Tiger Cub Den Advancement Report (see page 34-23) so boys can be recognized at the next pack-meeting.
5. Notice boys who are not advancing and find out why. The-answer could indicate a weakness in the den or pack program.
6. Provide incentives for advancement at dens meetings by using the Tiger Cub Immediate Recognition Kit and special ceremonies. Also use the Tiger Cub Den Advancement Chart and den doodles.

The Cub Scout Den Leader

The Cub Scout den leader has these responsibilities related to advancement:

1. Stimulate interest in advancement by providing opportunities for boys to practice advancement requirements at den meetings. The den chief can be especially helpful.
2. Help parents and/or guardians understand and use the advancement plan.
3. Keep an accurate record of achievements and electives that Cub Scouts complete. Promptly provide the pack leadership with the Cub Scout and Webelos Scout Den Advancement Report (see page 34-24).
4. Notice boys who are not advancing and find out why. The-answer could indicate a weakness in the den or pack program.
5. Provide incentives for advancement at den meetings by using the Immediate Recognition Kit and special ceremonies. Also use the Cub Scout Den Advancement Chart and den doodles.

Cub Scout den leaders may use the advancement information that appears each month in *Cub Scout Program Helps.* This tool may alert leaders of certain achievements and electives that could be completed as the boy participates in the month's den and pack program.

The Webelos Den Leader

The Webelos den leader has these responsibilities related to advancement:

1. Plan den meetings around activity badge areas. Provide good instruction, using activity badge counselors whenever possible to help stimulate boys' interest.
2. Encourage Webelos Scouts and help them earn the Webelos badge, Webelos compass points, and Arrow of Light Award. The Webelos den chief can assist with these-functions.
3. Keep accurate advancement records. Promptly provide the pack leadership with the Den Advancement Report (see the appendix) so boys can be recognized at the next pack meeting.
4. Help parents and/or guardians understand and use the Webelos advancement plan. Point out how the Webelos advancement plan differs from Wolf and Bear advancement.
5. Use advancement incentives in den meetings such as the Webelos Den Advancement Chart and den doodles.
6. Notice boys who are not advancing and find out why. The-answer could indicate a weakness in the den or pack-program.
7. Make sure that an impressive Arrow of Light ceremony is conducted at the pack meeting.
8. Make sure that an impressive graduation ceremony is conducted at the pack meeting. Involve the Scoutmaster and troop junior leaders in this ceremony.

The Cubmaster

The Cubmaster has these responsibilities related to advancement:

1. Provide a quality year-round program full of action and fun that appeals to boys. See that den and pack activities are planned so that completing achievements and electives and earning activity badges is a natural outcome of the month of fun.

2. Provide advancement incentives at the pack meeting, such as colorful and exciting induction, advancement, and graduation ceremonies. Encourage displays of den advancement charts and den doodles at pack meetings.

3. Ensure that boys who have earned awards receive them at the next pack meeting. Don't let boys get discouraged by having to wait for recognition.

4. Work with the pack committee to provide families with help and training in the Cub Scouting advancement program.

5. Make sure that den leaders are trained and know how to use the advancement program effectively.

6. See that advancement standards are maintained. Every boy should do his best to complete the requirements as presented in the program.

7. Coordinate with the pack committee to ensure that accurate advancement records are kept. Follow up on boys who are not advancing and find out why.

The Pack Committee

Pack committee members may have these responsibilities related to advancement:

1. Help train leaders and adult partners or family members in the proper use of the advancement program.

2. Collect den advancement reports at each monthly pack leaders' meeting. Complete the multipart Advancement Report (see page 34-25) to purchase awards from the local council service center. See that badges are presented at the next pack meeting.

3. Help plan advancement and graduation ceremonies for the pack meeting.

4. Help build and/or secure equipment for use in meaningful advancement ceremonies.

SIGNING BOYS' HANDBOOKS

Tiger Cubs and Cub Scouts may prepare for requirements and work on achievements and electives at home or during the weekly den meetings. In the Tiger Cub, Wolf, and Bear programs, the adult partner or a family member must approve completion of the requirements by signing the boy's book.

It is important that the family understands the correct interpretation of the advancement program because when a parent or guardian signs the boy's book, the requirement is approved and should not be questioned.

In some cases, when a Cub Scout completes certain requirements during the den meeting, the den leader initials the boy's book in the space indicated and then the parent and/or guardian signs the achievement when all of the requirements have been met.

The situation changes when boys become Webelos Scouts. Although families are encouraged to help the boys at home as they learn and practice activity badge requirements, actual completion is approved by den leaders or activity badge counselors.

Den leaders should have a clear discussion with parents and guardians about expecting too little or too much from their Cub Scouts. The "Parent Guide" in the boys' handbooks gives some guidance to families on how to help boys with advancement.

Advancement always emphasizes *doing*, not *getting*. The experience the boy has as he works on the requirements is more important than the badge itself. Boys are awarded badges to recognize their accomplishments, and families should be careful not to overemphasize the awards.

HOW FAST SHOULD A BOY ADVANCE?

Generally speaking, a boy should advance one rank per year. The important thing is to see that he earns the rank for his grade (or age). If necessary, allow the boy an extra month or two to earn the badge.

A Cub Scout's advancement progress depends on his own motivation for learning new skills, on the encouragement and help he gets from his family, and on his need for recognition. These factors will vary for each boy.

An "overachiever" will progress rapidly, especially if his family encourages him. An "underachiever" might not progress at all without an occasional push. Den leaders can provide motivation by stressing advancement work during den meetings and by providing quick rewards and recognition. One way to emphasize advancement is by having visual evidence of each den member's progress at the den meeting place though use of the Den Advancement Chart or a den doodle (see page 18-5). Another way is by using the Immediate Recognition Kit (see page 20-6).

Families should be encouraged not to rush their boys through the required achievements for each rank. There is no hard-and-fast rule, but if the boy rushes through the requirements, it might be difficult to hold his interest with electives through the rest of the year. He may not begin working on the requirements for the next rank until he reaches the next grade or age requirement.

Although not required, some Webelos Scouts earn all activity badges during their time in the Webelos den. If one badge is covered each month in den meetings, earning all 20 badges is possible. What a boy learns while earning the badges, however, is more important than earning them all.

Advancement Checklist

- ❑ Do the Cubmaster and pack committee give den leaders and families guidance in using the advancement program effectively?
- ❑ Do family members understand their part in the advancement program? Are they using achievements, electives, and activity badges to suggest activities for the boy's free time?
- ❑ Do family members recognize that advancement requirements can be completed naturally during a boy's play activities? Do they periodically check to be sure that he has been given credit for what he has accomplished?
- ❑ Do den leaders talk to parents about boys who are not advancing?
- ❑ Do den leaders try to keep den meetings filled with the kinds of activities that carry over into a boy's free time and also contribute to his advancement?
- ❑ Are accurate advancement records kept in the dens and the pack?
- ❑ Do boys receive prompt recognition?
- ❑ Do pack advancement ceremonies create an incentive for advancement?
- ❑ Are wall charts and den doodles used in den and pack meetings?
- ❑ Does the pack have an advancement ladder or chart?

RANKS AND BADGES

Cub Scout ranks are set up by grade and age, except for the Bobcat, which all boys must earn.



The **Bobcat badge** is earned before all other ranks. If a boy joins Cub Scouting as a Wolf, Bear, or Webelos Scout, he must earn the Bobcat badge before receiving any other award or rank.



The **Tiger Cub badge** is for those boys who have completed kindergarten (or are 7 years old).



The **Wolf badge** is for those boys who have completed first grade (or are 8 years old).



The **Bear badge** is for those boys who have completed the second grade (or are 9 years old).





The **Webelos badge** is for boys who have completed the third grade. Boys earn the **Arrow of Light Award** after completion of the Webelos badge, usually during their second year of Webelos Scouting. A boy who enters Webelos Scouting as a fifth-grader (or age 10) may earn both the Webelos badge and the Arrow of Light Award.



Each boy should be encouraged to earn the rank for his grade (or age). If a boy is close to earning a badge of rank when the school year ends, he may be allowed a few extra weeks to finish before going on to the next rank. Earning the badge will give him added incentive when he tackles the next rank.

What about the boy who is not promoted to the next grade with his classmates but instead repeats a grade? Does he also repeat the rank in Cub Scouting? This should be decided by the boy's family on the basis of what is best for the boy. Generally, a boy who repeats a grade is not held back in Cub Scouting.

A second-grader who earns his Wolf badge and several Arrow Points and then is retained in second grade should

move on to the Bear advancement program at the end of the school year. A second-grader who has completed only a few Wolf achievements at the time he is retained in a grade, however, might be better off continuing in the Wolf advancement program. In any case, the boy always retains credit for all advancement work he has completed.

A boy who enters Cub Scouting after completing second grade first earns the Bobcat badge and then begins work on the appropriate rank for his grade (or age). He may not "go back" and work on advancements designed for younger boys. A new Webelos Scout, however, must earn the Webelos badge before he can earn the Arrow of Light Award.

Specific information on the advancement programs for Tiger Cubs, Wolf, Bear, and Webelos Scouts follow in Chapters 19 through 21. See Chapter 17, "Cub Scouts With Disabilities" for information on advancement for boys with special needs.

ADVANCEMENT RECORDS

To ensure that prompt recognition is given for advancement, it is important to keep accurate, up-to-date den and pack advancement records. (See Chapter 10, "Den and Pack Management," for more information.)

Den Advancement Reports. These forms (see pages 34-23 and 34-24) are completed by Tiger Cub, Cub Scout, and Webelos den leaders at the end of the third den meeting each month. They are turned in at the pack leaders' meeting so that badges can be obtained and presented at the next pack meeting. Information for these reports is taken from the individual Tiger Cub, Cub Scout, and Webelos Scout records (see pages 34-27 to 34-30) on which advancement information is recorded at each den meeting.

Advancement Report. This multipart form (page 34-25) is completed each month by the Cubmaster or a designated pack committee member. Information for this report is taken from the den advancement reports that are turned in at each pack leaders' meeting. The report lists badges and awards for the entire pack and is presented to the local council service center at least a week before the pack meeting so that badges can be purchased. The pack retains one copy of the form so advancement information can be transferred to the *Pack Record Book.*

Pack Record Book. This is the pack's most complete record. It includes the achievement and elective record of each Tiger Cub and Cub Scout, as well as the activity badges, Webelos badge, compass point, Arrow of Light Award, and graduation record of each Webelos Scout. Information from the pack advancement report is transferred to the *Pack Record Book* each month.

Den Advancement Charts. Dens use the Tiger Cub, Cub Scout, and Webelos den advancement charts to keep a record of each boy's progress. These wall charts are colorful and will add to the den meeting place. The charts are also taken to the pack meeting for display so families can see how their sons are progressing. (Mount them on corrugated board, foam board, or other sturdy material for durability and easy transportation.)

At each den meeting, the advancement chart can be used in a simple ceremony. When a boy has completed an advancement requirement, he can be called forward to color in the appropriate section of the chart.

Computerized Advancement Records. Computer software may help leaders keep track of boys' advancements accurately and simply. A variety of electronic record-keeping software is available. Be sure that you use a version that is current with correct information and is compatible with your council's guidelines.

Den Doodles. A den doodle is a clever way to record advancement progress and other accomplishments of the boys as well as a colorful decoration for the den meeting place. It can be something as simple as a chart, much like the den advancement chart, or it can be a simple structure consisting of a cutout mounted on a stand.

No two den doodles are alike. Each one is distinctive and may have the den's number, a place for each boy's name, and a cord or thong for each boy's advancement record. When additions are made to the den doodle, it is nice to have a short ceremony in the den meeting.

Cub Scouts love to help make their den doodles. They like to see their string of achievements grow. Let them help decide what type of den doodle fits their own den best and what kind of trophy will mark their accomplishments.

See Chapter 20, "The Wolf and Bear Programs," and The *Cub Scout Leader How-To Book* (No. 33832A) for more information and ideas.

ADVANCEMENT CEREMONIES

Cub Scouting is a growth process. New boys are constantly joining your pack, advancing through the ranks, earning badges and other awards, and graduating into Boy Scouting. All of these steps along the Cub Scout trail are occasions for recognition. Almost every pack meeting will have some type of induction, advancement, or graduation ceremony.

See *Cub Scout Ceremonies for Dens and Packs* (No. 33212B) for information on and examples of advancement ceremonies. Other resources for ideas include roundtables, pow wows or University of Scouting, the monthly themes, *Cub Scout Program Helps,* and the *Webelos Leader Guide.*

Bobcat Ceremony

All boys in Cub Scouting earn the Bobcat badge, so the ceremony should be especially exciting and memorable. Some packs have a special ceremony complete with artificial campfire. The parents should have an important role in this presentation.

Any Bobcat ceremony in which boys are physically turned upside down contains significant potential for harm and should not be used.

A Cub Scout badge is recognition of what a boy is able to do—proof that he has gained certain abilities. It is not just a reward at the end of a tiresome task. If a boy receives that badge in an exciting advancement ceremony, it will be even more meaningful to him. If the ceremonies are colorful and realistic and recognize a real achievement for a boy, they can be satisfying and memorable for every member of the pack. Advancement ceremonies may also serve as an incentive for boys who are not advancing.

Advancement ceremonies should be well-planned and related to the purposes of Cub Scouting. Each person involved should know what is expected, and parents or other family members should always be included as a part of the ceremony. Badges are presented to them, and they in turn present the badges to the boys.

Advancement ceremonies, like all other Cub Scout activities, should be positive and meaningful experiences that reflect the values and aims of Scouting. Take care that all cultures and ethnic groups, including American Indians, are portrayed in a positive manner, showing proper respect for religious beliefs and reflecting authenticity in dress. All ceremonies should refrain from imitating activities that might be interpreted as "hazing"—such as walking on hot coals, or branding.

CEREMONIAL EQUIPMENT

Ceremonial equipment such as awards boards, costumes, and other props add color and interest to ceremonies. Most packs use ceremony boards, cutouts of badges, artificial campfires, recognition charts, advancement ladders, candles, spotlights, and costumes to make ceremonies more exciting for the boys.

Equipment should be

- Simple and inexpensive but sturdy for repeated use
- Adaptable so it can be used in a variety of different types of ceremonies
- Designed for easy storage and transportation

Before using candles for indoor ceremonies, be sure it is permissible, and take any necessary safety precautions. Some areas have laws restricting the use of open flames in public buildings. Electric or battery-operated candles or small pen-type flashlights can be used as substitutes for lighted candles.

Advancement ceremonies can be planned around the Cub Scout monthly themes, which are recommended annually in *Cub Scout Program Helps.*

THE TIGER CUB PROGRAM

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WELCOME TO TIGER CUBS!

Tiger Cubs, BSA, was developed in 1982 to meet the needs and desires of a 7-year-old boy and his family. Over the years, parts of the program's structure have evolved with our changing society, but the basic elements have remained the same. Tiger Cubs is a simple, fun program for first-grade boys and their families.

Tiger Cubs introduces boys and their adult partners to the excitement of Cub Scouting as they "Search, Discover, Share." Tiger Cubs is designed to build stronger families through involvement in a simple, low-cost program that is flexible and fun for boys and adults. A shared leadership component, where a den leader works with boy–adult partner teams, gives everyone input into the planning and carrying out of activities.

Who Can Join Tiger Cubs?

Tiger Cubs is for boys who are under the age of 8 and have completed kindergarten or are in the first grade, or are age 7 and their adult partners. The basic element of Tiger Cubs is the Tiger Cub–adult partner team. The adult may be a parent, brother, sister, aunt, uncle, or even a neighbor. The requirements are that the adult partner be 18 years of age or older, care about the boy, and be strongly committed to his well-being. The boy and his adult partner join Tiger Cubs together. They do all the family, den, and Go See It activities together. The adult partner is responsible for seeing that the boy is successful with his advancement in Tiger Cubs.

TIGER CUB DENS

Each Tiger Cub and his adult partner are considered a *team,* and five to nine Tiger Cub teams form a Tiger Cub *den.* Tiger Cubs runs on a *shared leadership* model. A Tiger Cub den leader works with a different boy–adult partner team each month to plan the den meetings, the Go See It, and the den's part in the pack meeting.

The Tiger Cub den should be actively involved in the pack meeting. The den leader should coordinate with the Cubmaster to determine what part the Tiger Cub den will play in the pack meeting. The den may prepare a simple song or skit,

and boys should be awarded their advancement recognition at pack meetings.

Packs that have more than one Tiger Cub den should not combine Tiger Cub den meetings; each den should hold its own den meetings. The pack is not limited in the number of Tiger Cub dens it may have, and it should plan to have enough Tiger Cub dens to allow every eligible boy to be a Tiger Cub.

The pack provides Tiger Cubs with a continuing Cub Scouting experience through the pack meetings and helps boys transition to Wolf dens in June.

TIGER CUB DEN LEADERSHIP

Active, enthusiastic families, and a knowledgeable, well-trained den leader are the most important factors influencing the success of a Tiger Cub den.

- The Tiger Cub *den leader* gives leadership to planning and carrying out a year-round program of activities for the Tiger Cub den. Although it is ideal for the den leader to be an individual with experience in Cub Scouting, the pack may select a new parent or guardian in the Tiger Cub den. The pack is responsible for seeing that the den leader is trained for the position and is given ongoing support by the other leaders.

- The *adult partner* is a parent or other adult who co-registers with a boy as part of a Tiger Cub team. Each boy–adult partner team assumes the responsibility of hosting one or more months of den meetings with the den leader. The host team and the den leader plan the meeting program and the location.

The Tiger Cub den leader manages the den using the concept of *shared leadership.* Each Tiger Cub–adult partner team assumes the responsibility of hosting one or more months of meetings. (The number of months will depend on the size of the den and whether they begin the program in the summer or the fall). Along with the Tiger Cub den leader, the host team plans the den meeting program and selects the location of the den meetings and the Go See It outings.

Shared leadership is a key element of Tiger Cubs because direct adult involvement is important for boys of this age. Through this sharing of leadership, each boy and adult partner is given an opportunity to lead without the pressure of a continuing leadership commitment. Shared leadership also brings a wealth of knowledge and variety to the program as each host team has something different to bring to the program. The Tiger Cub den leader provides experience and continuity throughout the program year.

PLANNING THE TIGER CUB DEN MEETING

The Tiger Cub den leader and the host adult partner should plan the den meetings and the Go See It; however, they are not expected to find and develop all of the ideas and materials needed to run their den meetings. The pack leadership team will have already planned pack meetings through the annual pack program planning conference and will have determined what support the dens will provide for those meetings. A den leader can get help from the Cubmaster and pack committee members to develop the den meeting programs. All of these can help the den leader and host adult partner plan good den meetings.

Den leaders and adult partners can incorporate their own and their boys' ideas of what the boys will enjoy doing. A well-planned den meeting will keep the interest of the boys, and the boys will want to attend.

Who Attends Tiger Cub Den Meetings?

Tiger Cubs is a program for both boys and adults to spend time together doing fun things with other Tiger Cub teams. Tiger Cubs and their adult partners should attend four meetings each month to experience the fun of Scouting:

- Twice a month they will meet at the host family's home or place of choice for a den meeting.

- Once a month they will go on an outing, called a Go See It.

- Once a month they will attend the Cub Scout pack meeting.

Who Is Responsible?

As Tiger Cubs is based on shared leadership, each month a different adult partner will be working with the Tiger Cub den leader to plan the two den meetings and the Go See It for that month. They will also organize the participation of the boys in the monthly pack meeting. The den meetings will be based on the theme of the month or on one of the required achievements (covered in the *Tiger Cub Handbook*). The Tiger Cub den leader and the host adult partner should plan the den meetings and the Go See It, but they are not expected to find and develop all of the ideas and materials needed to run the den meetings. It is important that all the adult partners participate in planning and conducting at last one monthly meeting cycle. At this age boys need this kind of adult involvement.

Tiger Cub Den Resources

Several resources are available to help the Tiger Cub den leader and host adult partner plan the den meetings and Go See It.

- **Cub Scout leader roundtable,** a combined planning meeting for the packs in your district, provides program ideas,

policy guidelines, and information on events in your district and council. Check with the pack leadership for the time and place of district roundtable.

- ***Cub Scout Program Helps*** (No. 34304), provides den meeting outlines based on the monthly themes. The activities planned for Tiger Cubs and their adult partners are designed to be age-appropriate for first-grade boys.
- ***Cub Scout Leader How-To Book*** (No. 33832), is filled with ideas for games, crafts, skits, songs, and more. Choose activities that are age-appropriate for Tiger Cubs and can be adapted to include adult partners.
- **"Where to Go" booklets** have been compiled by many local councils and districts for dens to use in planning outings in the community or to a place of interest. These booklets may provide information on activities available at different locations, fees, and a contact person. Check to see whether your council has developed one for your area.
- **Other BSA literature and helps** are available for you to use in your planning. Check your pack library or council service center for appropriate materials on songs, ceremonies, the Academics and Sports program, the BSA Family program, and outdoor opportunities that your den could use or be a part of.

Tiger Cub Den Meeting Location

The location of den meetings will vary depending on the resources of the host adult partner. The meetings should be held in a predetermined place so that all den members will know where they will meet that month. An ideal meeting place is the home of the host team, if there is enough room for everybody. Meetings can be held in a basement, garage, backyard, park, town square, or apartment building. Some dens meet at the chartered organization's meeting place or at a local school.

Besides meeting twice a month at a set location, once a month the den will do a Go See It and visit a place of interest associated with the monthly theme or one of the advancement requirements.

Tiger Cub Den Meeting Date and Time

Tiger Cub den meetings are held each week at a time that is convenient for adult partners and is appropriate for Tiger Cub–age boys. Each month the boys and adult partners will attend two den meetings, one Go See It, and a pack meeting. Meetings should last no longer than one hour. It's better to have a short meeting and keep it moving than to have a longer one that can bore boys. Boys need to have fun so that they then look forward to the next meeting.

Tiger Cub Den Records and Charts

Several record forms and charts are needed for the den meeting. (See Chapter 10, "Den and Pack Management," for more information.)

- **Tiger Cub Den Meeting Program** (see page 34-13). This form helps the den leader and host adult partner plan a den meeting. They should fill in the details for each portion of the den meeting, including the plans and equipment needed.
- **Tiger Cub Den Advancement Report** (see page 34-23). Tiger den leaders use this form to report advancement of the boys in the den so that recognition items can be obtained and presented at the pack meeting.
- **Tiger Cub Den Advancement Chart (No. 34715).** This wall chart is used to record Tiger Cub advancement and serves as an incentive for the boys in the den.
- **Tiger Cub Den Record** (see page 34-17). This two-sided form is used by the Tiger Cub den leader to keep weekly track of advancement, attendance, and dues. The den leader can record the date each boy joined the den and the date he transitions to a Wolf Cub Scout den. Phone numbers and addresses as well as other information is requested on this form. It also provides a place for the den leader to keep track of the shared leadership schedule for the boy–adult partner teams.
- **Individual Tiger Cub Record** (see page 34-27). The den leader keeps this record for each boy in the den. Space is provided for a record of attendance and dues, personal and family data, and a detailed advancement record. Whenever a boy transitions to the next rank of Cub Scouting, the record should go with him and be given to his new den leader.
- **Monthly Den Dues Envelope** (No. 34209). Den leaders use this envelope to collect dues, which is optional in Tiger Cubs.

Tiger Cub Den Tools and Equipment

Each boy–adult partner team should have a copy of the *Tiger Cub Handbook.* It includes the advancement requirements and electives that the boys and adults can complete together. Program elements are also explained, as well as how meetings can help boys advance.

The den should have a Tiger Cub den flag and a U.S. flag, which are sometimes furnished by the pack, along with flag stands or holders. Other ceremony equipment that could accumulate over time could includes candles, ceremony boards, and a den doodle (see page 18-5), which is a good incentive for advancement.

Dens will also need some items for crafts and games. Since the den meeting place may be different each month, it can be

a good idea to have a "travel box" that goes to each den site. It could include things such as crayons, paint, paintbrushes, glue, scissors, paper, rulers, pencils, wood pieces, cord or string, spools, plastic bottle caps, jar lids, aluminum foil, leather scraps, beads, craft feathers, and fabric. Den families could donate or loan these. As planning is done, other items and tools may be needed for a particular project.

EIGHT PARTS OF A TIGER CUB DEN MEETING

A good working plan for Tiger Cub den meetings emphasizes the concept of Search, Discover, Share. *Cub Scout Program Helps* uses this pattern, which divides the meeting into eight parts. Each part has a purpose, and none of the parts should be omitted. It is suggested that you follow this pattern, as it will make planning and running den meetings easier.

Parts of a Tiger Cub Den Meeting

1. Before the Meeting
2. Gathering
3. Opening
4. Share
5. Discover
6. Search
7. Closing
8. After the Meeting

1. **Before the Meeting.** The purpose of this part of the meeting is to give the den leader and host adult partner time to make preparations, gather supplies, set out the U.S. flag and den flag, and take care of any last-minute details before the boys and their adult partners arrive.

2. The **Gathering** is an activity or game that keeps the boys interested and busy while everybody else arrives. Having activities for when Tiger Cubs arrive will help avoid some of the behavior problems that can happen when boys don't have enough to do. The gathering time also gives the den leader time to take attendance, collect dues, and keep track of the achievements each boy has completed while the host adult partner is with the boys.

3. The **Opening** is the official start of the den meeting. Whereas the gathering time is an informal time, the opening is an organized activity that signals the beginning of the meeting. Here are some ideas:

   - Most den meetings begin with a flag ceremony. At this time, the boys can practice saying the Cub Scout Promise. (See Chapter 2, "Cub Scouting: Purposes , Methods, and Ideals.")
   - The opening may also include boisterous action, such as a song, yell, or applause.
   - A roll call isn't necessary, but boys like to hear their names being said. If the meeting relates to a monthly theme, such as jungle animals, each boy could respond with the name of a jungle animal.

4. The **Share** part of the den meeting gives each boy an opportunity to share something that he has done since the last meeting. This activity gives boys time to share family experiences.

5. For the **Discover** time, the den leader may introduce the monthly theme and talk about what the den will be doing for the pack meeting. Then, the boys will play games, work on craft projects and puzzles, take part in outdoor activities, or work on advancement requirements. The den leader can initial requirements in each boy's handbook as the boy completes them. (The adult partner also signs in the handbook; see more about advancement below.)

   Den activities that boys and their adult partners can do together are the best. They are a team, so they should participate and have fun as a team.

   Boys love to play games, so each meeting should include at least one game. It can be indoors or outdoors, quiet or active. The host Tiger Cub could lead the game. Once again, adult partners should be included.

   Sometimes, boys will do a craft project during a den meeting. For instance, around a holiday, boys could do holiday-related crafts or make something that is needed for the pack meeting. Some projects can be completed during one or two den meetings, but others might require that a Tiger Cub and his adult partner work together at home. The den leader and host adult partner can explain the project and help the boys do it. (Adult partners can be very helpful during craft time.)

6. During the **Search** time of the meeting, the leaders will talk about plans for the Go See It—an important component of Tiger Cubs. Boys love to get out and see new things. This activity could fulfill one of the achievement requirements or one of the elective requirements, and/or it could relate to the monthly theme. See "Go See It Tips" later in this chapter.

7. The **Closing** draws the meeting to an end and is usually more serious and quiet. Den leaders could present a thought for the day, have the boys say the Cub Scout Promise together, and/or give everyone last-minute reminders about upcoming events. Leaders can also use this time to reinforce the 12 core values of Cub Scouting (see page 4-2).

8. **After the Meeting,** the den leader and host adult partner review the events of the meeting and finalize plans for the next meeting and the upcoming pack meeting. If this is the second den meeting of the month, the den leader may meet with the host adult partner for the next month to plan and/or preview that month's den activities.

ELEMENTS OF A GOOD TIGER CUB MEETING

- The meeting lasts no longer than an hour (unless it is a Go See It), and it begins and ends on time.
- The meeting includes all eight parts of a Tiger Cub den meeting.
- The meeting is conducted by a trained den leader and the host adult partner.
- The den leader and the host adult partner are properly uniformed. The den leader should wear a Cub Scout leader uniform with the orange neckerchief, and the host adult partner is encouraged to wear the official orange Tiger Cub T-shirt.
- Before the meeting begins, all equipment and materials are ready for use.
- A program with a well-written plan is conducted.
- Activities are related to the monthly theme and the next pack meeting.
- Opportunities for self-expression are provided through ceremonies, songs, skits, games, stunts, puzzles, and crafts.
- The adult partners successfully manage boy behavior. The boys show respect for the adult partners, the den leader, and the other boys.
- Tiger Cubs and their adult partners bring their *Tiger Cub Handbook* to the meeting.
- Den records are accurate and kept up-to-date.
- The Tiger Cub concept—Search, Discover, Share—and family involvement are emphasized in meetings, activities, and outings.
- The Tiger Cubs and their adult partners have fun.

USING THE THEME OF THE MONTH

Each year, *Cub Scout Program Helps* suggests 12 monthly themes suitable for Tiger Cubs and Cub Scouts. This annual publication includes songs, skits, games, crafts, and ideas for Go See It activities that complement the theme. *Boys' Life* magazine also features ideas and articles each month on the recommended theme, and the monthly Cub Scout leader roundtable meetings provide program ideas and instruction for these same themes.

Packs aren't required to use the recommended theme each month, but the themes are chosen and planned to appeal to boys and to offer opportunities for them, their adult partners, and their den leaders to achieve the purposes of Cub Scouting (see page 2-1 for more about the purposes of Cub Scouting). By following the themes, den leaders and the Cubmaster have a lot of support material available to them.

Tiger Cub den leaders and host adult partners introduce the theme at the first den meeting of the month. The activities for the second den meeting may use the monthly theme, and the pack meeting also uses the monthly theme. Therefore, the theme provides continuity among the two den meetings, the Go See It, and the pack meeting. The theme is different each month, which helps provide variety and hold the boys' interest.

ADVANCEMENT

Cub Scout ranks are set up by grade and age, except for the Bobcat, which all boys must earn. The Tiger Cub rank is for those boys who have completed kindergarten (or are 7 years old). The Bobcat badge is earned before all other ranks.

Although participation with an adult partner is required for all Tiger Cub awards, adult partners do not earn these awards. Recognition items are for boys only.

To ensure that boys are given prompt recognition for advancement, it is important that accurate, up-to-date den and pack advancement records are kept (see the descriptions on page 19-3).

Tiger Cub Immediate Recognition Emblem



To begin his path to the Tiger Cub rank, the Tiger Cub must learn the Cub Scout motto, the Cub Scout sign, and the Cub Scout salute. When he has accomplished these tasks, he will be awarded his Tiger Cub immediate recognition emblem. This is a tiger paw with four strands for beads that he wears on the right pocket. A boy earns beads by working on the five Tiger Cub achievements. The Tiger Cub immediate recognition emblem should be awarded at the pack meeting.

As a boy completes each part of the achievements, he will be awarded either an orange, white, or black bead at den meetings:

- He earns a *white bead* for each required family activity part he completes.
- He earns an *orange bead* for each required den activity part he completes.
- He earns a *black bead* for each required Go See It part he completes.

As each bead is awarded and added to the boy's immediate recognition emblem, he should be recognized with a simple ceremony at the den meeting. When the boy has earned all five white beads, all five orange beads, and all five black beads, he is eligible to receive his Tiger Cub badge.

Note that a boy can earn only one bead for each of the 15 achievement parts, regardless of how many times he may repeat a particular part.

Bobcat Badge



1. Learn and say the Cub Scout Promise and complete the Honesty Character Connection.



   a. **Know:** Discuss these questions with your family: What is a promise? What does it mean to "keep your word?" What does honesty mean? What does it mean to "do your best?"

   b. **Commit:** Discuss these questions with your family. Why is a promise important? Why is it important for people to trust you when you give your word? When might it be difficult to keep your word? List examples.

   c. **Practice:** Discuss with family members why it is important to be trustworthy and honest and how you can do your best to be honest when you are doing the activities in Cub Scouting.

2. Say the Law of the Pack. Tell what it means.
3. Tell what *Webelos* means.
4. Make the Cub Scout sign. Tell what it means.
5. Show the Cub Scout handshake. Tell what it means.
6. Say the Cub Scout motto.
7. Give the Cub Scout salute. Tell what it means.
8. With your adult partner, complete the "Bobcat Requirement" section in front of the contents page of the handbook."

When a boy has completed these requirements, his parent or guardian approves his work and signs his book. The den leader indicates this on the Tiger Cub Den Advancement Report and gives the report to the pack committee at the monthly pack leaders' meeting.*

He wears the Bobcat badge on the blue uniform shirt on the left pocket in the top position.



No matter what age or grade a boy joins Cub Scouting, he must earn his Bobcat badge before he can be awarded the Tiger Cub, Wolf, Bear, or Webelos badge.

Tiger Cub Badge



The Tiger Cub badge is for boys who complete all parts of the five achievements and earn their 15 beads. The five achievements are

- Let's Go Outdoors
- Where I Live
- How I Tell It
- Making My Family Special
- Keeping Myself Healthy and Safe

For each achievement, the Tiger Cub–adult partner team must complete a den activity, a family activity, and a Go See It.

The adult partner approves the completion of each achievement part by signing the boy's handbook. The Tiger Cub, under the guidance of the den leader, keeps a record of his

*Any Bobcat ceremony in which boys are physically turned upside down contains significant potential for harm and should not be used.

individual progress on the Tiger Cub Den Advancement Chart. The den leader awards him beads at a den meeting as recognition for successful completion of each requirement.

The Tiger Cub badge is presented to the adult partner at the next pack meeting. In an impressive ceremony, the adult partner in turn presents the badge to the boy.

Boys wear the Tiger Cub badge by sewing it on the left pocket of the blue uniform shirt in the bottom position.

Tiger Track Beads

After earning the Tiger Cub badge, a boy is encouraged to work on the numerous *elective* activities in his book, which are aimed at sparking his interest in a new hobby, activity, or skill. When he completes 10 electives, he earns a Tiger Track bead.

The Tiger Track beads are worn on the fourth strand of the Tiger Cub immediate recognition emblem. There is no limit to the number of Tiger Track beads that a boy may earn; however, each Tiger Track bead must represent the completion of 10 electives.

The purpose of the electives is to broaden the boy's horizons. The elective plan provides advancement opportunities and recognition for the boy until he is eligible to begin working on the Wolf rank. Boys may work on electives at the same time as achievements, but a boy can't receive Tiger Track beads until he has earned the Tiger Cub badge.

The den leader marks the Tiger Cub Den Advancement Report to show Tiger Track beads earned and gives the report to the pack committee at the monthly pack leaders' meeting. The Tiger Track beads are presented to the adult partners at the next pack meeting, who in turn present them to their boys during a pack advancement ceremony.

GO SEE IT

In keeping with the Tiger Cub emphasis "Search, Discover, Share," Tiger Cubs and their adult partners should go on a Go See It outing each month. The Go See It may fulfill part of a Tiger Cub advancement requirement. By going on these outings, Tiger Cubs can learn about such things as their community or nearby communities, places where adults work, community services (fire, police, hospital, etc.), nature centers, animal care facilities, and other places of interest to young boys.

A well-planned Go See It will benefit everyone involved, providing an opportunity for boys and adults to

- acquire new interests and knowledge,
- develop a deeper understanding of and respect for other people,
- reinforce their attitudes of good citizenship, such as courtesy and kindness,
- have fun, fun, fun

Go See It Tips

1. Determine the distance to the destination and how much time will be involved.
2. File a local tour permit following your council guidelines. (See page 32-8 for details.)
3. Make needed arrangements and reservations in advance.
4. Arrange for transportation that will ensure comfort, safety, and compliance with insurance requirements. If traveling by car or van, individual seat belts must be available for and used by all boys and adults, including the driver. (See page 13-2, for details on transportation safety guidelines.)
5. If not already on file, obtain a completed Class 1 Personal Health and Medical Record for all Tiger Cubs and adult partners (No. 34414, page 34-51).
6. Be sure that all adult partners know where and when to meet. Be on time.
7. Consider designating as a contact person a Tiger Cub family member who is staying at home. In case of delay, this contact person could inform other families of the delay.
8. Provide all drivers with maps, including parking lots to use, doors to enter, and other pertinent information.
9. Don't try to travel in a caravan or convoy.
10. Let everyone know in advance that Tiger Cubs are to be in uniform.
11. Establish a buddy system before starting the trip; that is, each Tiger Cub is to be accompanied by his adult partner, and the boys must stay with their adult partner at all times.
12. Know how many people are in the group. Make a list and take it on the trip.
13. Coach the boys in advance to be attentive and courteous and to obey all rules.
14. Locate the restroom immediately on arrival.
15. When you return, have the boys write thank-you notes to hosts or other people who helped.

MEETINGS WITH TIGER CUB ADULT PARTNERS

Tiger Cub Den Orientation

The Tiger Cub den is organized at a Rally Night for Cub Scouting (see Chapter 10, "Den and Pack Management"). At this time the Tiger Cub den leader, or other experienced leader from the pack or district membership team, orients the new Tiger Cub adult partners and gives them an overview of the program. Adult partners will gain a better understanding for Tiger Cubs, have the opportunity to get to know the other adults in the den, and can ask questions.

If the den leader is an experienced pack leader, he or she will conduct the Tiger Cub parent orientation. If the pack selects a new Tiger Cub parent as a den leader, an experienced pack leader should help the den leader orient the other families. It is important to the success of the Tiger Cub den that an experienced pack leader continues to mentor a new Tiger Cub den leader.

Tiger Cub Den Adults' Meeting

The first meeting with den adult partners is important because it sets a first impression of your program and outlines how adult partners will share in the leadership of the den. The den adults' meeting should be informal. This meeting might be held in the Tiger Cub den leader's home, den meeting place, or pack meeting place or in the home of one of the den members. The meeting should be scheduled at a time that is as convenient as possible for all families.

As a lot of business needs to be covered during this meeting, it is best if the boys don't attend. Also, the den leader should have a written agenda (see below) so that nothing will be forgotten.

If any boy–adult partner teams didn't submit an Application to Join a Pack or pay the required fees, they can do so at this meeting.

The meeting is usually followed by refreshments and fellowship.

If any families can't attend this meeting, or if new families join the den, the Tiger Cub den leader will want to make a call or pay a personal visit to be sure they have all the information.

Den Adults' Meeting Agenda

I. Welcome and Introductions

1. Thank everyone for coming. Welcome them to the fellowship of Cub Scouting.
2. Have den adults tell a little about themselves—ages of children, Scouting background, what type of work they do, etc.

II. Den and Pack Meetings

1. Announce the den and pack meeting dates and times. (If the den meeting day has not already been determined, make that decision now.)
2. Reinforce the shared leadership concept. Each boy–adult partner team will assume responsibility for planning and leading two den meetings and one Go See It during the month or months that they agree to be the host team. The Tiger Cub den leader provides continuity and resources but does not lead den meetings alone.
3. Explain the den meeting format. The den leader can use the Tiger Cub Den Meeting Program form (page 34-13) and *Cub Scout Program Helps* to help explain the den meeting format. The adult partners should each have a copy of the *Tiger Cub Handbook.*
4. Set up a schedule of shared leadership for the entire program year, allowing the adult partners to decide which month or months they will share leadership. The den leader should use the Tiger Cub Den Record form (page 34-17) to record the schedule of shared leadership that the adult partners agree on. As the year progresses, it may become necessary to revise this schedule to meet the needs of the families in the den, but scheduling the full year at the orientation meeting provides a framework for a well-organized program year for the den.
5. Review attendance at meetings.
   - Adult partners attend all den and pack meetings and activities with their Tiger Cubs.
   - Families are encouraged to attend pack meetings.
   - Regular attendance of boys at den and pack meetings is important if they are to get the most benefit.

III. Advancement

1. Review the *Tiger Cub Handbook.*
   - Some packs furnish the Tiger Cub–adult partner teams with their handbooks. If your pack doesn't, let adults know where they can get them and encourage them to do so promptly.
   - Explain that Tiger Cub teams should always bring their handbooks to den meetings so that the advancement progress of the boys can be recorded.
2. Discuss the advancement plan.
   - Review the following in the *Tiger Cub Handbook:*

— Earning the Tiger Cub Immediate Recognition Emblem

— Earning the Bobcat badge

— Required advancement activities

— Earning the Tiger Cub badge

- Emphasize that the adult partner signs the book in the appropriate place when a required or elective activity is completed. A boy's participation in the activity along with the adult partner is the criterion for completion. Show how and where they sign the book.
- Although adult participation is required for boys to complete advancements, the recognition items are for Tiger Cubs only.
- Explain that boys need continuing encouragement and motivation and that the Tiger Cub Immediate Recognition Emblem provides immediate recognition for his progress along the trail to the Bobcat badge.
- Explain what modifications might be necessary to help boys with disabilities in their advancement.
- Tell how awards are presented at pack meetings and that families are expected to attend and to present the awards to their boys.

IV. Den Dues

1. Explain that den dues are optional for Tiger Cub dens; the pack leadership will make this determination. If den dues are collected in the Tiger Cub den, discuss the following points:
   - The annual registration fee is for membership in the national organization and is not used by the den or pack.
   - Den dues are used to buy advancement badges, equipment, and materials for den projects.
   - Tell how much den dues are and when they are collected. Encourage families to find ways for boys to earn this money at home so that they can help pay their own way. Emphasize the importance of paying dues regularly.

V. Uniform

1. Explain why the uniform is important (see Chapter 12, "Uniforms and Insignia").
2. Explain that boys should wear uniforms to all den and pack meetings and other Cub Scout activities.
3. Explain that the Tiger Cub uniform is the navy blue shirt and pants with special Tiger Cub belt buckle, socks, neckerchief, and cap.
4. Tell where to buy uniform items, giving the names and addresses of local Scouting distributors. Tell how much the uniform costs.
5. Tell about the pack uniform exchange and other places where boys can get "experienced" uniforms.

VI. Boy Behavior

1. Explain what type of behavior is expected during Tiger Cub den and pack meetings and during Go See It outings.

VII. Family Responsibilities

1. Ask each parent or guardian to fill out a Family Talent Survey Sheet for the den. (See page 34-11.)
2. Review the religious emblems program and show how families can encourage their boys to earn the emblem appropriate for their family's beliefs.

VIII. Medical Information

1. Explain the importance of knowing about any medical problems a boy might have.
2. If not already on file, have the parents or guardians of each Tiger Cub complete a Class 1 Personal Health and Medical Record for their child (No. 34414, page 34-51). Tiger Cub adult partners should also complete a form for their own health history. This information should be readily accessible to the den leader in case of an emergency.

IX. Fellowship and Refreshments

1. Take time for everyone to get to know each other.
2. Exchange telephone numbers and encourage den families to get better acquainted.

The adult partners will always attend den and pack meetings and activities with the Tiger Cubs, so it probably will not be necessary to hold future den adults' meetings, but the den may do so if desired.

JOINING A WOLF CUB SCOUT DEN

When a boy completes first grade (or reaches age 8), he is eligible to enter a Wolf Cub Scout den. Ensure that his transition is smooth and that the boy moves directly from his Tiger Cub den to a Wolf Cub Scout den without any problems.

When a boy leaves his Tiger Cub den to go to a Wolf den, his uniform will change slightly. He will still wear the navy blue shirt and pants. In addition, he now wears the Wolf Cub Scout belt buckle with belt, cap, yellow neckerchief, and Cub Scout neckerchief slide. The badges of rank that he has

earned, Bobcat and Tiger Cub, stay on the left pocket of the blue uniform shirt.

Transition Tiger Cubs into the Wolf program with a meaningful ceremony during a pack meeting. The Wolf den leader could welcome the boys with either their gold neckerchiefs or their new Wolf Cub Scout handbooks. The other Cub Scouts might even offer up a congratulatory cheer. See *Cub Scout Ceremonies for Dens and Packs* (No. 33212) for appropriate ceremony ideas.

Upon graduation into a Wolf den, the former Tiger Cub may wear a one-year service star with a gold background in recognition of his Tiger Cub tenure.

The boys should lose no time or Scouting experiences in beginning the Wolf program. They should be encouraged to take advantage of new opportunities as much as possible, such as attending day camp or resident camp, if available in your district or council.

Tiger Cubs do not need to fill out a new application when they transition to a Wolf den. They are automatically transferred from a Tiger Cub den into a Wolf Cub Scout den on June 1 of that year without any additional paperwork. Tiger Cub adult partners who wish to become registered leaders, however, must complete an Adult Application (see page 34-7) and pay the appropriate adult fee prorated to the pack's charter renewal date. Tiger Cub adult partners cannot automatically transfer to another volunteer duty.

BOYS—CHAPTER 20

THE WOLF AND BEAR PROGRAMS

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CUB SCOUT DENS

Cub Scout dens are composed of boys who are in second or third grades (or who are 8 or 9 years old). When they complete third grade (or reach age 10), they enter a Webelos den. The boys in second grade (or who are age 8) are called *Wolf Cub Scouts.* The boys in third grade (or who are age 9) are called *Bear Cub Scouts.*

Den meetings are planned and run by an adult den leader with the help of an assistant den leader and den chief. A member of the pack committee works closely with the den leaders, coordinating den activities and plans for pack meeting participation and providing training and support. The pack trainer will provide information about training.

Den meeting activities are planned around the monthly theme and include playing games, making handicrafts, taking hikes and pursuing other outdoor fun, practicing skits and stunts in preparation for the next pack meeting, and taking part in simple ceremonies and songs. Sometimes, work on advancement requirements is included.

PLANNING THE CUB SCOUT DEN MEETING

A Cub Scout den leader is not expected to find and develop all of the ideas and materials needed to run four lively den meetings each month. The Cubmaster and pack committee members work with den leaders to develop den meeting programs. Much of the planning for the den and pack is done at the annual pack program planning conference, the pack leaders' planning meeting, and the den chief planning meeting. (See Chapter 24, "Program Planning.")

Cub Scout Program Helps provides four monthly den meeting outlines based on the monthly theme. Most leaders use these outlines as a guide for planning their own den meetings, but they are also free to incorporate their own ideas in the den meeting plan.

Remember that sometimes a den trip or other special activity might take the place of a regular den meeting. If the den meeting program is well-planned, interesting, and fun, the boys will be more likely to attend.

Den Meeting Planning Tips

- The den meeting outline is planned at the monthly pack leaders' meeting using the Cub Scout Den Meeting Program sheet (page 34-14).
- Periodically review "Elements of a Good Cub Scout Den Meeting" (see page 20-4) to help you with quality planning.
- Make good use of all available resources, such as district roundtable, pow wow or University of Scouting, *Cub Scout Program Helps,* and other BSA literature. (See Chapter 34, "Resources, Forms, and Applications.")
- Use the den chief as a leader. Allow him to help lead rather than merely participate in activities with the younger boys.
- Always inform family members of the time, place, and plans for den meetings.

Who Attends Cub Scout Den Meetings?

Den meetings are for the boys. They are attended by the Cub Scouts, the den leader, assistant den leader, and den chief. On some occasions, a parent, guardian, or other family member might be asked to help at a specific meeting, but family members do not normally attend Wolf or Bear den meetings.

Who Is Responsible?

The Cub Scout den leader is responsible for seeing that the weekly den meetings are planned and conducted. The basic outline for den meetings is planned at the monthly pack leaders' meeting (see Chapter 24, "Program Planning"). A wise den leader will involve the other members of the den leadership team (assistant den leader and den chief) in the planning.

Resources for Den Leaders

Several resources are available to help den leaders with their plans for den meetings:

- ***Cub Scout Program Helps*** (No. 34304) provides den meeting outlines using the monthly themes. The activity plans for weekly Wolf and Bear den meetings are designed to be age-appropriate.
- **Cub Scout Leader roundtable,** a combined planning meeting for several packs in your area, provides program ideas, policy guidelines, and information on events in your district and council. Check with pack leadership for the time and place of district roundtable.
- ***Cub Scout Leader How-To Book*** (No. 33832A) is filled with ideas for games, crafts, skits, puzzles, outdoor activities, and more. It also provides ideas for working with boys with special needs.
- **Other BSA literature and helps** are available for you to use in your planning. Check your pack library or Scout shop for appropriate materials on songs, ceremonies, the Academics and Sports program, the BSA Family program, and outdoor opportunities that you could use with your den.

Den Meeting Location

Most dens meet in the den leader's home. They can be held in a basement, garage, backyard, or other practical place. Sometimes, chartered organizations will provide a meeting place. Many dens meet in apartment buildings, parks, or other locations in the community. In rural areas where travel distances may be far, be flexible in finding a place to meet that everyone can get to.

Boys like to feel that one place is their den's "home," and it can be enjoyable for the boys if the den has a place they can fix up as their own den headquarters. The boys can decorate the walls with pictures, charts, and their exhibits. Adult family members can be called upon to help the boys clean up, paint, or build portions of a den meeting place.

Den Meeting Date and Time

Cub Scout den meetings are usually held once a week. A regularly scheduled meeting day and time will result in better attendance. Some dens meet after school, some meet in the early evening, and others meet on weekends. The den leader chooses a suitable meeting day and time after talking with all den families.

Most den meetings are not longer than an hour and 15 minutes. Short meetings keep activities moving at a pace that prevents lulls during which boys could lose interest. This can result in disruptive behavior. It's better to send the boys away wishing the meeting had been longer than to keep them so long they wish it would end.

Den Records

Several record forms and charts are needed for the den meeting. (See Chapter 10, "Den and Pack Management," for more information.)

- **Cub Scout Den Meeting Program** (see page 34-14). This form helps you plan a den meeting, as you fill in the details for each portion of a den meeting, including the plans and equipment needed.
- **Den Advancement Report** (see page 34-24). Use this form to report advancement of boys in the den so that badges can be obtained and presented at the pack meeting.

- **Cub Scout Den Advancement Chart.** Use this wall chart to record Cub Scout advancement; it can also serve as an incentive for boys in the den.
- **Cub Scout Den Record** (see page 34-19). Use this two-sided form for keeping track of advancement, attendance, and dues, completing the record weekly. You can record the date each boy joined the den and the date he will be eligible to join a Webelos den. Information such as phone numbers and addresses is requested on this form to help you stay in contact with the boys' families.
- **Individual Cub Scout Record** (see page 34-29). Keep this record on each boy in the den. Space is provided for a four-year record of attendance and dues, personal and family data, and a detailed advancement record. (A separate individual record form is used for Tiger Cubs.) Whenever a boy transfers into a new program area, the record should go with him and be given to his new den leader.
- **Monthly Den Dues Envelope** (No. 34209). Use this envelope to collect den dues.

Den Tools and Equipment

The den will need a den flag and a U.S. flag (which are usually furnished by the pack), with flag stands or holders. Other ceremony equipment that might accumulate over time could include candles, den doodles, and ceremony boards. Many dens also have a den game box (see Chapter 29, "Den and Pack Activities").

Each boy could have his own personal tool chest that could include such things as

- Pencils and crayons
- Watercolors and brushes
- Blunt-nosed scissors
- Light hammer
- Ruler
- Small knife

Other den tools and materials will be needed for the entire den to use. Families could donate or loan most of them. These supplies could include

- Assorted nails, pins, screws, and tacks
- Pieces of wood of various shapes and sizes
- Balls of cord, string, and small rope
- Wire
- One or two hammers
- Pliers and wire cutters
- Screwdrivers
- 26-inch saw
- One or two coping saws
- Hand drill
- Palm or block plane
- One or two wood rasps and files
- Sandpaper

A scrap box would be useful that contains old spools, plastic bottle tops, jar lids, bits of hardware, doorknobs, dowels, aluminum foil, plywood scraps, leather scraps, wheels, and other things that might be used for crafts. See the *Cub Scout Leader How-To Book* for more ideas.

SEVEN PARTS OF A CUB SCOUT DEN MEETING

A good working pattern for the Cub Scout den meeting has been developed through long experience. It is suggested that you follow this seven-part pattern, especially if you are a new Cub Scout leader. Each part has a purpose, and you should include all parts.

Seven Parts of a Den Meeting

1. Before the Meeting
2. Gathering
3. Opening
4. Business Items
5. Activities
6. Closing
7. After the Meeting

1. **Before the Meeting** the den leadership team has a chance to make whatever last-minute preparations are needed for the den meeting program. The den leader, assistant den leader, and den chief can sit down together and make sure everything is ready. If the denner (see page 20-7 for more on denners) can arrive early, he can help set up the meeting place.

   Sometimes, the den chief is not able to arrive at the meeting before the Cub Scouts. In that case, a phone call the day before the meeting will verify that he knows what is expected.

2. **Gathering.** As soon as the first Cub Scout arrives, get him started on a gathering-time project. For example, the den chief might teach him a trick or puzzle, which he in turn can teach to other Cub Scouts as they arrive. Planned activities during this gathering time will keep boys busy and eliminate some possible behavior problems. Some den leaders find this period a convenient time to check attendance, collect dues, and mark the boys' achievements.

3. The **Opening** is when the meeting officially starts. Whereas the gathering period was informal without much organization, the opening period begins the organized activities of the meeting.

   Most den meetings include a flag ceremony so boys can complete one of the requirements for a Wolf or Bear achievement. Saluting the flag is a good way to start the meeting, and the style can be varied each week. The opening might also include a prayer or thought for the day.

   Try active elements, too, such as a song, yell, rhythmic applause stunt, or something else in which all boys participate.

   A roll call isn't necessary, but boys enjoy responding to their names in a unique way. For instance, a roll call can be related to the theme of the month; if it's a nature theme, boys could respond with the name of a bird, animal, or tree. The denner can be asked to call the roll.

   Occasionally, it is a good idea to have a uniform inspection during the opening period. Check the boys' uniforms to be sure they are wearing them properly. The den chief can help.

4. **Business Items.** Keep this part of the den meeting informal and brief. There usually will not be much business to conduct, but this is a good time to introduce a new monthly theme and to decide what the den will do at the pack meeting. Some den leaders prefer using this period to check attendance, collect dues, and mark the boys' achievements. Others serve refreshments during this time.

5. **Activities.** Include at least one game during every den meeting. Both the denner and den chief can be helpful in leading games. It is usually best if the den chief leads games but does not play them.

   Some den meetings will include craft projects. It isn't always necessary for boys to complete their craft projects during den meetings. Sometimes, you can get them started, get them interested, and let them take the unfinished projects home to work on with their families. The den leader or assistant den leader can teach the craft; the den chief can help but should not make a craft himself.

   Most den meetings also include some stunts and puzzles, but teach something new; try not to use the same puzzles used in the preopening activities.

   Den meetings may be planned around an outdoor activity. Boys love outdoor cooking, nature walks, and field trips.

   Often, den meeting activities result in the boys completing some of the advancement requirements. The den leader can initial the requirement in the boys' handbooks so it can be signed later by parents or guardians when they feel the boy has done his best.

   See Chapter 29, "Den and Pack Activities," for more detailed information on den meeting activities.

6. The **Closing** is usually more serious and quiet. Some den leaders like to present a short closing thought. It is also a time for last-minute reminders about next week's den and/or pack meeting. A closing ceremony with all the boys involved is a good time to reinforce the values of Scouting.

7. **After the Meeting** the boys should be instructed to go directly home. The denner may stay to help straighten up the meeting place. The den leader, assistant den leader, and den chief use this time to review assignments for next week's den meeting.

ELEMENTS OF A GOOD CUB SCOUT DEN MEETING

- The meeting lasts no longer than an hour and 15 minutes. The meeting begins and ends on time.
- The meeting includes all seven parts of a den meeting.
- The meeting is conducted by a trained den leader with help from a trained assistant den leader and a trained den chief.
- Cub Scouts and leaders are properly uniformed.
- Before the meeting begins, all equipment and materials are ready for use.
- A well-planned, written program is conducted.
- Activities are related to the monthly theme and the next pack meeting.
- Projects are started, to be finished at home with help from family members.
- Opportunities for self-expression are provided through ceremonies, songs, skits, games, stunts, puzzles, and crafts.
- The meeting program allows for a change in pace—alternating loud and quiet activities.
- Leaders effectively manage boy behavior. The boys show proper respect for the leaders and the den chief.
- Boys bring their handbooks to each meeting.
- Den records are accurate and kept up-to-date.

- The Cub Scout ideals, including the Cub Scout Promise and the Law of the Pack, are emphasized.
- The Cub Scouts have fun.

USING THE THEME OF THE MONTH

Each year, *Cub Scout Program Helps* suggests 12 monthly themes suitable for Cub Scouts and provides program ideas based on these themes. *Boys' Life* magazine also features program ideas each month on the recommended theme, as do the monthly roundtable meetings.

Packs are not obligated to use the recommended themes, although there are many benefits to be gained by using them. The themes are selected and planned to appeal to boys and to offer opportunities for achieving the purposes of Cub Scouting. Furthermore, more program support material is available associated with the themes.

You, as a den leader, may use the monthly theme in planning den meetings. You will begin developing the theme in the first den meeting of each month when you introduce it. The boys will become interested in that theme if you ask them leading questions about what they would *like* to do rather than *telling* them what to do.

For example, consider a Cub Scout circus theme. You could launch the theme in the first den meeting by telling the boys that the monthly pack meeting will be a pack circus, during which each den will perform a circus act (skit, song, or game) for their family and friends. You might then ask each boy to share one of his favorite things about the circus to get den members thinking about some of the directions they could go with their performance. After sharing ideas, ask the boys to decide what type of act they would like to prepare for the pack meeting. Once this is decided, the boys can plan the performance, including costumes and props they will need. Den meetings leading up to the pack meeting will provide boys with the opportunity to prepare props and costumes, as well as practice their circus act.

It is important that the boys come up with ideas that appeal to them and that they choose items they like best. They will be more eager to participate when they have been directly involved in the planning.

Introducing the monthly theme with a story is another way to get boys interested and thinking creatively. For a theme such as "A Jungle of Fun," a story from Rudyard Kipling's *Jungle Book* could suggest craft ideas, skit plots, and other activities that fit the theme.

ADVANCEMENT

Cub Scout ranks are set up by grade and age, except for the Bobcat, which all boys must earn. The Tiger Cub rank is for those boys who have completed kindergarten (or are 7 years old). If a boy joins Cub Scouting as a Tiger Cub, Wolf, Bear, or Webelos Scout, he must earn the Bobcat badge first before receiving any other award or rank.

The **Wolf** rank is for boys who have completed first grade (or are 8 years old). The **Bear** rank is for boys who have completed the second grade (or are 9 years old).

The Webelos rank is for boys who have completed the third grade. Boys work on the Arrow of Light Award after they complete the Webelos badge, usually during the second year of the Webelos program. A boy who enters Webelos Scouting as a fifth-grader (or who is 10 years old) may earn both the Webelos badge and Arrow of Light Award. (See Chapter 18, "Advancement.")

To ensure that prompt recognition is given for advancement, it is important that accurate, up-to-date den and pack advancement records be kept. (See "Den Records," in this chapter, and see Chapter 10, "Den and Pack Management.")

Bobcat Badge



Before becoming a Wolf Cub Scout, a boy must complete the Bobcat requirements:



1. Learn and say the Cub Scout Promise and complete the Honesty Character Connection.
   a. **Know:** Discuss these questions with your family: What is a promise? What does it mean to "keep your word?" What does honesty mean? What does it mean to "do your best?"
   b. **Commit:** Discuss these questions with your family. Why is a promise important? Why is it important for people to trust you when you give your word? When might it be difficult to keep your word? List examples.
   c. **Practice:** Discuss with family members why it is important to be trustworthy and honest and how you can do your best to be honest when you are doing the activities in Cub Scouting.
2. Say the Law of the Pack. Tell what it means.
3. Tell what *Webelos* means.
4. Make the Cub Scout sign. Tell what it means.
5. Show the Cub Scout handshake. Tell what it means.
6. Say the Cub Scout motto.
7. Give the Cub Scout salute. Tell what it means.

8. With your parent or guardian, complete the Bobcat Requirements section of "How to Protect Your Children from Child Abuse: A Parent's Guide." (The guide is a pull-out section that comes in the front of the *Wolf Handbook and Bear Handbook.)*

When a boy has completed these requirements, his parent or guardian approves his work and signs his book. The den leader indicates this on the Cub Scout and Webelos Scout Den Advancement Report and gives the report to the pack committee so awards can be purchased. The boy is then eligible to receive his Bobcat badge at a meaningful pack ceremony.

Boys who joined Scouting before second grade probably were in a Tiger Cub den, and they may have already earned their Bobcat badge. If not, they must earn the Bobcat badge before they can be awarded any other badge or rank in Cub Scouting. After the boy earns the Bobcat, he then begins working on the rank for his grade or age.

Wolf Badge



The Wolf rank is for boys who have completed first grade (or who are 8 years old). To become a Wolf Cub Scout, a boy must pass 12 achievements involving simple physical and mental skills (see the *Wolf Handbook*). His parent or guardian approves each achievement by signing his book. The den leader keeps a record of his progress on the Cub Scout Den Advancement Chart and recognizes him at a den meeting for completing each milestone.

When a boy has completed the 12 achievements to the satisfaction of his parent or guardian, the den leader indicates this on the Cub Scout and Webelos Scout Den Advancement Report and gives it to the pack committee so awards can be purchased. The Wolf badge is presented to his parent or guardian at the next pack meeting in an impressive advancement ceremony, during which the parent or guardian in turn presents the badge to the boy.

After he has earned the Wolf badge, a boy is encouraged to work on the 23 Wolf electives until he completes second grade (or turns 9 years old). More than 100 elective projects are aimed at kindling his interest in new hobbies, as well as teaching him skills that will be useful during his Boy Scout years. When he completes 10 elective projects, he earns a Gold Arrow Point to wear under the Wolf badge. For each additional 10 elective projects completed, he earns a Silver Arrow Point. These are presented at the pack meeting in an advancement ceremony.

Bear Badge



The Bear rank is for boys who have completed second grade (or are 9 years old). Some packs present the *Bear Handbook* and neckerchief to boys when they are eligible to begin work on this rank.

There are 24 Bear achievements in four categories; boys must complete 12 of these to earn the Bear badge. These requirements are more difficult and challenging than those for the Wolf badge. When the boy has earned his Bear badge, he may work on electives for credit toward Arrow Points. However, note that unused parts of achievements that were used for the Bear badge may *not* be counted toward Arrow Points. This guideline does not apply to the Wolf badge, as there are no extra achievements. His parent or guardian approves his work and signs his book. He may work on electives in the *Bear Handbook* for credit toward Arrow Points until he completes the third grade (or turns 10). When he completes third grade (or is 10), a Cub Scout may be recognized in a pack ceremony as he enters a Webelos den.

Immediate Recognition



As a Cub Scout completes his achievements for the Wolf or Bear rank, you should make sure that he is recognized during a simple ceremony in the den meeting by using the Cub Scout Immediate Recognition Kit. When the boy completes three of the 12 Wolf achievements, he can be presented with the immediate recognition emblem, the thong, and a yellow Progress Toward Ranks bead to attach to it. The emblem is buttoned to his right shirt pocket. When he completes three more achievements, he receives a second Progress Toward Ranks bead. This procedure is continued until he completes all 12 achievements and has earned four yellow beads. He is then eligible to receive the Wolf badge in a pack ceremony. This step-by-step recognition is an incentive for boys to earn their badges.

Use the same procedure, with red beads, for recognizing Bear achievements. The beads are attached to the second thong on the immediate recognition emblem. Boys may wear this emblem along with the Wolf and Bear badges when they are earned. Webelos Scout do not wear this emblem.

Each Cub Scout den leader should be furnished with a Cub Scout Immediate Recognition Kit, which contains enough recognition materials for 10 boys.

Arrow Points



Cub Scouts earn an Arrow Point for each 10 elective projects they complete. The first Arrow Point earned as a Wolf or Bear is gold; the rest of the Arrow Points earned that year are silver. There is no limit to the number of Arrow Points a boy may earn.

Boys can do several Wolf and Bear electives more than once. In this way, boys can explore in more detail an area in which they may be especially interested. For example, a Wolf

Cub Scout may make as many kites or model boats as he wishes (Wolf Elective 5); however, this practice can be abused when families don't understand how the program works. *The purpose of Cub Scout electives is to broaden a boy's horizons, not encourage him to earn a shirt full of Arrow Points.* When a boy repeats an elective project, he should be given credit only when he has done a better job on the new project than on the previous project.

The elective plan provides advancement opportunities and recognition for boys until they are eligible to begin working on the next rank. Boys may work on elective projects concurrently with achievement projects; however, a boy can't receive Arrow Points until he has earned the badge for his grade level.

Mark the Cub Scout and Webelos Den Advancement Report to show the Arrow Points a boy has earned. These are presented to the parent or guardian during a pack advancement ceremony, who in turn presents them to the boy.

Helpful Advancement Suggestions

- Achievements or parts of achievements that were not used to earn the Bear badge may be used as electives.
- If a boy completes a project as an achievement requirement to earn the Wolf or Bear badge, he may not use it again to earn Arrow Points.
- Only designated elective requirements may be repeated to earn Arrow Points.
- If a boy earns all the requirements for a particular achievement, requirements not used for the achievement can be used as elective requirements.
- For Wolf Achievement 1, "Feats of Skill," the following substitution can be made: If a physician certifies that a Cub Scout's condition for an indefinite amount of time won't permit him to do three of the requirements, the Cubmaster and pack committee may authorize substitution of any three Arrow Point projects.
- At the end of the school year, and once a boy moves to the next Cub Scouting level, he may not "go back" and earn Arrow Points from the earlier rank.

THE CUB SCOUT DENNER AND ASSISTANT DENNER

The **Cub Scout denner** is a den member elected by the den for a short period, usually one or two months. The den leader and den chief determine his responsibilities. Duties might include helping to set up the den meeting place and cleanup; helping with games, ceremonies, tricks, and puzzles; leading a song; or acting as den cheerleader.

The Cub Scout denner should be given meaningful responsibilities and recognition to help him learn how to be a leader, so all boys will look forward to their turn as denner. (The short term of office is to give all boys the opportunity to serve.) The denner wears a shoulder cord on the left shoulder.

The **Cub Scout assistant denner** is a den member elected by the den for a term of office that coincides with the denner's term. He helps the denner and usually becomes denner for the next term.

DEN ADULTS' MEETING

Three or four times a year, you as den leader should hold a den adults' meeting to keep families informed and supportive of the boys—and to support the families. Lead these meetings with the help of the assistant den leader. One of these meetings would be held as an orientation meeting in conjunction with a Rally Night for Cub Scouting. (See Chapter 10, "Den and Pack Management.")

The first meeting with den parents and guardians is important because it sets a first impression of your program. This meeting might be held at the Rally Night for Cub Scouting or at a separate time. There will be a lot of business to cover during this first den adults' meeting, so it is best if boys don't attend. If any families can't be represented at the meeting, you will want to make a call or pay a personal visit to be sure they have all the information.

Subsequent den adults' meetings might cover information that is more specific to the den calendar at the time.

These meetings provide you with opportunities to involve families in planning and leading special den activities, to find out whether any families are having specific problems with their boys' Cub Scout work, and to exchange ideas and plans.

Den adults' meetings should be informal; you can hold them at your home or at the den meeting place. You could also meet at members' homes on a rotating basis. Schedule the meetings at a time that is as convenient as possible for all-families.

Consider writing an agenda so that you don't forget to cover anything. The meeting is usually followed by refreshments and fellowship.

During a family orientation (see Chapter 5), Rally Night for Cub Scouting (see Chapter 10), or separate meeting, parents and guardians must get pertinent information so that they know how the program works and their level of involvement. Here is a suggested agenda:

Den Adult's Meeting Agenda

I. Welcome and Introductions

1. Thank everyone for coming. Welcome them to the fellowship of Cub Scouting.
2. Have den adults tell a little about themselves—ages of children, Scouting background, what type of work they do, etc.

II. Den and Pack Meetings

1. Announce the den and pack meeting dates and times. (If the den meeting day has not already been determined, make that decision now.)
2. Explain the den meeting format.
3. Review attendance at meetings.
   - Adults usually don't attend den meetings unless they are asked to help in some special way.
   - All family members are encouraged to attend pack meetings.
   - Regular attendance of boys at den and pack meetings is important if they are to get the most benefit.
   - Families are responsible for seeing that boys get to meetings on time and are picked up immediately afterward.

III. Advancement

1. Review the *Wolf Handbook* and/or the *Bear Handbook.*
   - Ask each adult participant to read the "Parent Guide" in the boys' handbooks. Review it with them sufficiently so that they understand their role in Cub Scout advancement. Ask them to study the guide more carefully at home.
   - Some packs furnish the boys' handbooks. If your pack doesn't, let the participants know where they can get them and encourage them to do so promptly.
2. Explain that the boys should always bring their handbooks to den meetings so that their advancement progress can be recorded.
3. Discuss the advancement plan.
   - Review the appropriate sections in the boys' handbooks:
     — Bobcat trail
     — Wolf trail and electives
     — Bear trail and electives
   - Emphasize that the family is expected to approve the boy's work. "Do Your Best" is the criterion for approving a project. Show how and where they sign the book.
   - Explain that boys need continuing encouragement and motivation.
   - Explain what modifications might be necessary to help boys with disabilities in their advancement.
4. Explain the Immediate Recognition Kit used in den meetings and show the immediate recognition emblem, den advancement chart, and den doodle.
5. Tell how awards are presented at pack meetings and that families are expected to attend and to present the awards to their boys.

IV. Den Dues

1. Explain that the annual registration fee is for membership in the national organization and is not used by the den or pack.
2. Tell how den dues are used—to buy advancement badges, equipment, and materials for den projects.
3. Tell how much den dues are and when they are collected. Encourage families to find ways for the boys to earn this money at home so that they can help pay their own way. Emphasize the importance of paying dues regularly.

V. Uniform

1. Explain why the uniform is important (see Chapter 12, "Uniforms and Insignia").
2. Explain that boys should wear uniforms to all den and pack meetings and other Cub Scout activities.
3. Explain what comprises a complete uniform. Show a picture of the uniform in the boys' handbook and describe the parts.
4. Tell where to buy the uniform—providing the names and addresses of local Scouting distributors—and how much it costs.
5. Explain what insignia boys should wear. Give each family a copy of the Cub Scout and Webelos Scout Uniform Inspection Sheet (see page 34-53).
6. Tell about the pack uniform exchange and other places that boys can get "experienced" uniforms.

VI. Boy Behavior

1. Explain what type of behavior is expected during den meetings.
2. Tell how behavior problems will be handled.

3. Explain the den code of conduct (see Chapter 16, "Managing Boys").

VII. Parent or Guardian Responsibilities

1. Ask each parent or guardian to fill out a Family Talent Survey Sheet for the den (see page 34-11).
2. Review the religious emblems program and show how families can encourage their boys to earn the emblem appropriate for their family's beliefs.
3. Make specific assignments or ask for volunteers for refreshments, telephoning, transportation, etc.

VIII. Medical Information

1. Explain the importance of knowing about any medical problems Cub Scouts may have.
2. Suggest to parents and guardians that you would like to talk privately with anyone whose Cub Scout has a medical problem.
3. If not already on file, have the parents or guardians of each Cub Scout complete a Class 1 Personal Health and Medical Record for their boy (No. 34414, page 34-51). This information should be readily accessible to you, the den leader, in case of an emergency.

IX. Wolf or Bear Den Program

1. Briefly review the Wolf or Bear program, including dates of field trips, Scouting shows, day or resident camps, and other activities that relate to the den's program.

X. Fellowship and Refreshments

1. Take time for all participants to get to know the families of their Cub Scout's friends.
2. Exchange telephone numbers and e-mail addresses and encourage den families to get better acquainted.

JOINING A WEBELOS DEN

When a boy completes second grade (or reaches age 9), he is eligible to enter a Bear den. Then, when he completes third grade (or reaches age 10), he is eligible to enter a Webelos den. Ensure that these transitions are smooth and that the boy moves directly from den to den without any problems.

When a boy leaves a Bear den to enter a Webelos den, he is entering a new part of Cub Scouting. His uniform will change, he will face different advancement requirements, and he will have new experiences with camping. He should lose no time or opportunities in Scouting during this transition.

Make the transition into the Webelos den special for the boy with a meaningful ceremony during a pack meeting. The Cub Scout den leader could remove the boy's Cub Scout neckerchief and hand it to his family while wishing them well. The Webelos den leader then could hand the Webelos Scout neckerchief to a parent to put around the boy's neck. The Cubmaster could also present the boy with the *Webelos Scout Book.* The Webelos den might greet him with special welcoming cheer, or the Webelos den chief could extend his personal welcome.

See *Cub Scout Ceremonies for Dens and Packs* (No. 33212) for graduation ceremony ideas.

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THE WEBELOS DEN

Webelos dens are for boys who have completed third grade (or reached age 10). The Webelos den program is different from the Cub Scout den program: Instead of being based on a monthly theme, the Webelos den program is based on one of 20 Webelos activity badges.

Webelos Scouts work on activity badge requirements during their weekly den meetings. When they have completed the activity badge requirements, the Webelos den leader or activity badge counselor, rather than a parent, approves most of the activity badges.

Den meetings also include games, songs, stunts, and preparation for the Webelos den's part in the pack meeting. In addition, Webelos Scouts prepare for overnight campouts and joint activities with a Boy Scout troop. One of the purposes of the Webelos den is to prepare boys for Boy Scouting and to graduate Webelos Scouts into a Boy Scout troop.

WEBELOS DEN LEADERSHIP

- The **Webelos den leader** plans and carries out a year-round program of activities for the Webelos den.
- The **assistant Webelos den leader** helps the Webelos den leader as needed.
- The **Webelos den chief** is a Boy Scout, Varsity Scout, or Venturer who serves as an activities assistant at den meetings.
- **Activity badge counselors** are adults who counsel a Webelos den on one or more of the activity badges. With their skills and resources, activity badge counselors can help den leaders plan activity badge experiences.
- The **troop Webelos resource person** is an adult leader in a Boy Scout troop who works with the Webelos den leader in using the resources of the troop to help prepare Webelos Scouts and their parents or guardians for Boy Scouting.

- The **Webelos Scout denner** is a Webelos Scout who has been selected by the Webelos den for a short term of office, usually three to six months. The Webelos den leader and Webelos den chief determine his responsibilities, which may include leading ceremonies, preparing equipment, setting up the meeting room, or helping with games or other activities.

- The **Webelos Scout assistant denner** is a den member selected by the Webelos den for a term of office that coincides with the Webelos Scout denner's term. He helps the denner and may become the Webelos Scout denner for the next term.

PLANNING THE WEBELOS DEN MEETING

Determining the program plan for a Webelos den will depend on the starting and graduation dates of your boys. Activity badges, the Webelos badge, and Arrow of Light Award requirements are other factors that also need to be considered. The Webelos den leader needs to schedule the den program so that each Webelos Scout has the opportunity to earn the Arrow of Light Award while he prepares to become a Boy Scout.

The basic information for planning and conducting Webelos den meetings and activities can be found in this book and the *Webelos Leader Guide* (No. 33853).

A long-range plan is developed for each Webelos den schedule to include areas of major emphasis for each month, special activities, joint Webelos den–troop activities, and an outdoor program. The Webelos den leader may plan this calendar with help from the assistant Webelos den leader, Webelos den chief, the assistant Scoutmaster of the troop, and others.

One activity badge is covered each month during den meetings. Some of the more challenging badges, such as Craftsman and Engineer, are featured for two months. The *Webelos Leader Guide* provides den meeting outlines for each activity badge. Many Webelos den leaders use these outlines as a guide and incorporate ideas or plans they develop themselves or read about in *Boys' Life.* A well-planned den meeting program will ensure that most of the boys will qualify for the activity badge by the end of the month.

The Webelos den meeting activities lead up to the monthly pack meeting. Each month's pack meeting should feature displays or demonstrations by Webelos Scouts that are related to the activity badge they completed that month. These demonstrations give boys a chance to share what they have learned, as well as stimulating interest in and anticipation of Webelos Scouting in younger boys.

Who Attends the Webelos Den Meeting?

Den meetings are for the boys. They are attended by the Webelos Scouts, Webelos den leader, assistant Webelos den leader, and Webelos den chief. An activity badge counselor who has been asked to help with a specific badge may also attend. This person may be a parent, but parents don't normally attend den meetings.

Who Is Responsible?

The Webelos den leader is responsible for ensuring that the weekly Webelos den meetings are planned and conducted. The basic outline for the den meeting is planned at the monthly pack leaders' meeting (see Chapter 24, "Program Planning"). A wise Webelos den leader will involve the other members of the den leadership team (assistant Webelos den leader and Webelos den chief) in the planning process.

What Resources Are Available?

Several resources are available to help you make plans for den meetings:

- The ***Webelos Leader Guide*** (No. 33853) provides suggestions for den meetings, activity badge projects, advancement requirements, and Webelos Scout transition activities. Different den program plans are also provided for you to use according to your unique den situation.

- **Cub Scout Leader roundtable** is a combined planning meeting for the packs in your district that provides program ideas, activity badge helps, policy guidelines, and information on events in your district and council. Check with pack leadership for the time and place of the district roundtable.

- **Other BSA literature and helps** are available for you to use in your planning. Check your pack library or council service center for appropriate materials on songs, ceremonies, the BSA Family program, Cub Scout Academics and Sports, and outdoor opportunities that you could use with your den.

Webelos Den Meeting Location

The Webelos den meeting can take place in the home of the Webelos den leader or in another suitable meeting place, such as a room in the chartered organization's building or even a basement, garage, backyard, apartment building, recreation center room, or park. Meetings are usually held in the same place and at the same time each week, except when the den is on a trip or other outing.

Webelos Den Meeting Date and Time

A regularly scheduled meeting day and time for your den meeting will result in better attendance. Webelos den meetings are usually held once a week and usually in the early evening

or on weekends. The Webelos den leader selects a suitable meeting day and time after talking with all den families.

Most Webelos den meetings are no longer than an hour and 15 minutes. This is sufficient time for you to accomplish all that needs to be done. There are times, however, when the Webelos den may have a longer activity, especially if it is an outdoor or joint troop activity.

Webelos Den Records and Charts

Several BSA forms and charts have been developed to help you with den records. (See Chapter 10, "Den and Pack Management," for more information.)

- **Webelos Den Meeting Program** (see page 34-15). This form helps you plan a Webelos den meeting. You can fill in the details for each portion of a den meeting, including plans and the equipment needed.

- **Den Advancement Report** (see page 34-24). Use this form to report advancement of boys in the den so that badges can be obtained and presented at the pack meeting.

  At the end of the third Webelos den meeting each month, fill out the Cub Scout and Webelos Scout Den Advancement Report so that it can be turned in at the monthly pack leaders' meeting along with the den dues for the month.

- **Den Advancement Chart.** Use this wall chart to record Webelos advancement; it can also serve as an incentive for boys in the Webelos den to continue their advancement progress.

- **Webelos Den Record** (see page 34-21). Complete this two-sided form weekly to keep track of advancement, attendance, and dues. The form also includes phone numbers, addresses, and other information to help you and other leaders stay in contact with the boys' families.

- **Individual Cub Scout Record** (see page 34-29). This record, kept by den leaders, provides more detail than the Webelos Den Record. Space is provided for a four-year record of attendance and dues, personal and family data, and a detailed advancement record. (A separate individual record form is used for Tiger Cubs.) Whenever a boy transfers into a new program area (Tiger Cubs, Cub Scouts, or Webelos Scouts), the record should go with him and be given to his new den leader.

- **Monthly Den Dues Envelope** (No. 34209). Use this envelope to collect den dues.

Webelos Den Tools and Equipment

Because the Webelos den is not involved in the same types of activities as Cub Scout dens, different tools and equipment are needed. Each activity badge will call for certain materials, which can be determined by the Webelos den leader and activity badge counselor.

Generally, the den should have a Webelos den flag and a U.S. flag, which is sometimes furnished by the pack, along with flag stands or holders. Other ceremony equipment may be accumulated over time. Many dens have den doodles (see Chapter 18, "Advancement").

SEVEN PARTS OF A WEBELOS DEN MEETING

Most Webelos den meetings follow a regular pattern consisting of seven parts. If you will follow this when you plan meetings, you will have balance, accomplish a purpose, and provide fun for the Webelos Scouts.

Seven Parts of a Webelos Den Meeting

1. Before the Meeting
2. Gathering
3. Opening
4. Activity Badge Fun
5. Preparation
6. Closing
7. After the Meeting

1. **Before the Meeting** the Webelos den leadership team (Webelos den leader, assistant den leader, and den chief) has the chance to make last-minute preparations for the den meeting program and make sure that everything is ready. If the Webelos Scout denner can arrive early, he can help set up the meeting place, too. If the Webelos den chief is not able to arrive at the meeting before the Webelos Scouts, a phone call the day before the meeting will verify that he knows what is expected.

2. **Gathering.** The boys usually won't arrive at the same time, so it's wise to have a gathering activity to keep them busy until the meeting begins. This is a good time for tricks, puzzles, games, and contests. The most appropriate types of games are those that can be started with a few boys and continue to be played as more boys arrive and join in the game. The Webelos den chief can help lead this activity.

   Another gathering-time activity is practicing the Boy Scout joining requirements under the leadership of the Webelos den chief. He can instruct boys as they arrive, and they can practice while he helps each additional boy.

3. **Opening.** Boys need to recognize that the meeting has officially started. A simple opening ceremony accomplishes this objective and also provides opportunities for you to teach important values. Webelos Scouts soon will be Boy Scouts, so using the Scout Oath and Scout Law in

ceremonies helps them better understand their meaning and importance. (See *Cub Scout Ceremonies for Dens and Packs,* No. 33212B, for information about and ideas for opening ceremonies.)

The opening period is also a good time to have uniform inspections. Check the boys' uniforms to be sure they are worn correctly and have proper insignia. The Webelos den chief can help.

After the opening ceremony, the boys can sit in a circle for a brief business period. The denner can take roll and collect dues, and you can discuss plans for upcoming events.

4. **Activity Badge Fun** is the heart of the den meeting. It's a time for instruction, practice, games, and contests related to the activity badge of the month. The boys should have the opportunity to learn by doing. They will learn, have fun, and retain their knowledge longer if they are actively involved. Activity badge counselors can be a great help during this period.

   Some activity badge requirements lend themselves to special field trips or outings. Be sure to file appropriate tour permits and obtain permission slips from parents.

   This is also a good time to introduce and practice some basic Scouting skills. Teach the meaning of the Scout Oath, Law, motto, and slogan; practice the Scout salute.

   See the *Webelos Leader Guide* (No. 33853A) for helpful ideas on how to complete the activity badges. Your monthly district roundtable is also a good resource for activity badge ideas and information.

5. **Preparation.** This is the part of the den meeting where the boys prepare for the den's part in the next pack meeting.
   - Webelos Scouts should plan to exhibit projects they have worked on during the month.
   - Webelos Scouts should prepare any equipment or props they will need to demonstrate the month's activity badge at the pack meeting.
   - Webelos Scouts should practice ceremonies or other assignments that they have agreed to do at the pack meeting.

   This is also the time to make detailed plans for service projects, outdoor events, and other special activities. This period could include games, songs, and other fun.

6. **Closing.** The closing ceremony is another opportunity to help instill the aims of Scouting—citizenship training, character building, and personal fitness. It also formally marks the close of the meeting.

   Make any announcements just before the closing ceremony, when boys are more apt to remember them.

7. **After the Meeting.** Boys should help clean up and put the meeting place back in order. Part of citizenship training is teaching boys responsibility and respecting the property of others.

ELEMENTS OF A GOOD WEBELOS DEN MEETING

- The meeting is no longer than an hour and 15 minutes. The meeting begins and ends on time.
- The den meeting program includes all seven parts of a Webelos den meeting.
- The meeting is conducted by a trained Webelos den leader with help from a trained assistant Webelos den leader and trained Webelos den chief.
- The Webelos Scouts and leaders are properly uniformed.
- Before the meeting begins, equipment and materials are ready for use.
- A well-planned written program is conducted.
- Activities are related to that month's activity badge and the next pack meeting.
- Activity badge counselors are involved in guiding activity badge work.
- Activities are geared to helping the boys prepare to become Boy Scouts.
- Leaders effectively manage boy behavior. Boys show proper respect for adult leaders, the den chief, and each other.
- Boys bring their handbooks to each meeting.
- Den records are accurate and kept up-to-date.
- Inspiration and motivation are provided through ceremonies and discussion of activity badge projects.
- The Webelos Scouts have fun.

ADVANCEMENT

Webelos Badge



Webelos badge option 1



Webelos badge option 2

The Webelos rank is for boys who have completed third grade (or are 10 years old). A boy may begin working on the Webelos badge as soon as he joins a Webelos den. This is the first step in his transition from the Webelos den to the Boy Scout troop. As he completes the requirements found in the *Webelos Handbook,* he will work on activity badges, attend meetings led by adults, and become familiar with the Boy Scout joining requirements—all leading to the Arrow of Light Award.

A boy completes most Webelos badge requirements with his Webelos den leader and activity badge counselors. After the boy has completed all requirements, the Webelos den leader turns in the den advancement report. The Webelos badge is obtained and presented to the boy's parent or guardian at the next pack meeting in an impressive advancement ceremony, during which the parent/guardian in turn presents the badge to the boy.

See Chapter 12, "Uniforms and Insignia," for placement of the Webelos badge on the uniform.

Webelos Activity Badges

A Webelos Scout is required to earn eight of the 20 available activity badges on the trail to earning the Webelos badge and Arrow of Light Award. The 20 activity badge areas are hobby and career fields ranging from science to sports. Most activity badge requirements are approved by the Webelos den leader or activity badge counselors.

The Webelos den meeting program will usually feature one activity badge each month. (See detailed suggestions in the *Webelos Leader Guide,* No. 33853.) The boys receive instruction, practice what they have learned, and take part in games or contests using the skills. In some cases they actually complete the badge requirements.

Once the boy learns the skill, he practices it at den meetings and at home on his own. The boy's family should be encouraged to help him at home. Boys bring to den meetings completed or partially completed projects done at home to show others, as well as to be approved by the Webelos den leader. This sharing encourages a boy to do his best and helps to build his confidence and self-esteem.

Boys turn essays, notebooks, drawings, and other written work in to the Webelos den leader for approval. If a boy is supposed to "tell" something for a requirement, he should do that at a den meeting.

Many people can be involved in activity badge work: the Webelos den leader, the Webelos den chief, and activity badge counselors. The troop Webelos resource person may help recruit the counselors. Also, parents, other family members, or other adults with talents and skills related to certain badges might be invited to help. The activity badges will be more meaningful to boys if a qualified person coaches them.

Any boy may earn any activity badge during any month; however, having all den members working on the same badge at the same time is recommended because that way, more resources and qualified help are available. If a boy has worked on an activity badge on his own, it may also be difficult to hold his interest during a den meeting focused on that same activity badge.

New boys entering the Webelos den should be given opportunities to earn the required badges. Call on activity badge counselors to attend your den meetings and help boys working on badges that the rest of the den has already covered.

When boys complete activity badges, indicate it on the den advancement report. The activity badges are obtained and presented to the parent or guardian during an impressive advancement ceremony at the pack meeting, during which the parent/guardian in turn presents them to the boy.

The following are brief descriptions of the 20 activity badges:

Webelos Activity Badges

Aquanaut



Swimming 100 feet using different strokes; learning how to snorkel and handle a boat; learning three basic water-rescue methods.

Artist



Painting, sculpturing, and making constructions and mobiles.

Athlete



Doing exercises including curl-ups, pull-ups, the standing long jump, the 50-yard dash, and the 600-yard run (walk).

Citizen



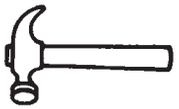
Learning about the Declaration of Independence and the "Star-Spangled Banner" and why laws and government are important.

Communicator



Learning about languages and codes, speaking to a group, communicating with the media, and using a computer.

Craftsman



Using tools and making things of wood and leather or plastic.

Engineer



Finding out what engineers do, and making some engineering devices.

Family Member



Learning about the family, being helpful at home, safety, and budgeting.

Fitness



Keeping the body healthy through proper diet and exercise, and avoiding harmful substances.

Forester



Identifying forest trees and learning how they grow; planting trees; learning how to prevent wildfires.

Geologist



Studying rocks and minerals, and learning how they are formed and their uses.

Handyman



Helping to maintain an automobile, bicycle, home, and yard.

Naturalist



Examining insects, birds, plants, reptiles, and wild animals.

Outdoorsman



Participating in outdoor activities, making a safe fire and cooking outdoors, learning knots.

Readyman



Being prepared to give first aid, getting help for problems, swimming and traveling safely.

Scholar



Maintaining a good record in school, and learning how schools are run.

Scientist



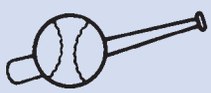
Performing experiments that show some scientific principles.

Showman



Doing projects in the arts—drama, music, or puppetry.

Sportsman



Playing two team sports and two individual sports, and learning official sports signals.

Traveler



Planning a trip, from securing timetables to packing a bag; preparing for and taking an auto trip with the family.

Compass Points



After completing the Webelos badge, the Webelos Scout may receive compass points for earning additional activity badges. The compass points emblem is presented to the boy who has earned four activity badges in addition to those required for the Webelos badge (for a total of seven). A metal compass point, to be pinned to the emblem, is awarded for each additional four activity badges that the boy earns.

Arrow of Light Award



The next step on the Webelos trail to becoming a Boy Scout is the Arrow of Light Award, the highest award a boy can earn as a Cub Scout. This recognition is the only Cub Scout badge authorized to be worn on the Boy Scout uniform when a boy graduates into a troop.

After he has earned the Webelos badge, the Webelos Scout should begin focusing on the requirements for the Arrow of Light Award. (See the *Webelos Handbook.*) Working on these requirements gives him a chance to practice some Scouting skills that he has already learned, earn more activity badges, and learn more about Boy Scouting. You, the Webelos den leader, approve completion of the requirements.

When a boy has completed all of the Arrow of Light Award requirements, indicate it on the den advancement report and turn it in to the pack leadership. The award is obtained and presented to the boy and parent or guardian at an impressive pack ceremony. (See *Cub Scout Ceremonies for Dens and Packs,* No. 33212B, for ideas.)

Webelos Scouts who have earned the Arrow of Light Award have also completed all requirements for the Boy Scout badge. This helps ensure a seamless transition to a Boy Scout troop.

WEBELOS DEN ADULTS' MEETING

Three or four times a year, a Webelos den leader is encouraged to hold a den adults' meeting to keep families informed of how they can support their child's Scouting experience. These meetings are led by the Webelos den leader with the help of the assistant Webelos den leader.

One of these meetings might be held as an orientation meeting in conjunction with a Rally Night for Cub Scouting if a boy joins Scouting as a Webelos Scout. (See Chapter 10, "Den and Pack Management.") Another meeting may be a parent orientation conference that is held at the beginning of a Webelos Scout's fourth grade year, with leaders from a Boy Scout troop, parents, and the Cubmaster. (See the *Webelos Leader Guide,* No. 33853A, "Webelos-to-Scout Transition.")

Experience shows that most families are willing to help with the program for their Webelos Scouts if they know what is expected and have the time and ability to do it. The purposes of the Webelos den adults' meeting are

- To let families know what is expected
- To find out their abilities
- To get better acquainted

When a new Webelos den is organized or when several boys transfer into a Webelos den at the same time, a Webelos den adults' meeting should be held. When only one family is involved, the Webelos den leader can visit at the home and talk with the family individually. The Webelos den adults' meeting is informal and held at a time that is convenient for all families.

As most Webelos Scouts have been Cub Scouts, it may not be necessary at this meeting to repeat all of the basic information about dues, pack meeting attendance, etc.. Some of the information may also be covered during a parent orientation with the Boy Scout troop. The Webelos den leader can pay a personal visit to any new families and provide them with this information. The den adults' meeting is still very important, however. The Webelos den program is different from that of Wolf or Bear Cub Scouts, so you will want to make sure that all families understand the differences and know what is expected of them. Establish a close relationship with adult family members and involve them in the Webelos den's activities.

There are many items to cover during the first Webelos den adults' meeting, so it is recommended that boys don't attend. If any families can't be represented at the meeting, the Webelos den leader will want to make a call or pay a personal visit to be that sure they have all the information.

The Webelos den leader should prepare a written agenda so nothing will be forgotten. The meeting is usually followed by refreshment and fellowship.

Den Adults' Meeting Agenda

I. Welcome and Introductions

1. Help the participants feel at ease.
2. Let them introduce themselves.

II. Webelos Den Meeting and Pack Meetings

1. Announce the den and pack meeting dates and times. (If the den meeting day has not already been determined, make that decision now.)
2. Explain the den meeting format.
3. Review attendance at meetings.
   - Adults usually don't attend den meetings unless they are asked to help in some special way.
   - All family members are encouraged to attend pack meetings.
   - Regular attendance by boys at den and pack meetings is important if they are to get the most benefit from the program.
   - Families are responsible for seeing that boys get to meetings on time and are picked up immediately afterward.

III. Advancement

1. Review the *Webelos Handbook* and the "Parent Guide."
2. Discuss the Webelos advancement plan.
   - Review the requirements for the Webelos badge, various activity badges, and the Arrow of Light Award.
   - Explain that the Webelos den leader or activity badge counselor rather than the parents now approve advancement requirements. Explain that the boys should always bring their handbooks to den meetings so their advancement progress can be recorded.
   - Explain that boys need continuous encouragement and motivation.
   - Explain what modifications might be necessary to help boys with disabilities in their advancement.
   - Tell how awards are presented at pack meetings and that families are expected to attend and to present the awards to their boys.

IV. Den Dues

1. Explain that the annual registration fee is for membership in the national organization and is not used by the den or pack.
2. Explain how den dues are used—to buy advancement badges, equipment, and materials for den projects.
3. Tell how much den dues are and when they are collected. Encourage families to find ways for the boys to earn this money at home so that they can help pay their own way. Emphasize the importance of paying dues regularly.

V. Uniform

1. Explain how the Webelos Scout uniform is different from the Cub Scout uniform.
2. Explain that boys should wear uniforms to all den and pack meetings and other Cub Scout activities.
3. Tell where to buy the uniform—the names and addresses of local Scouting distributors—and how much it costs.

VI. Boy Behavior

1. Explain what type of behavior is expected during den meetings.
2. Tell how behavior problems will be handled.
3. Explain the den code of conduct (see Chapter 16, "Managing Boys").

VII. Parent or Guardian Responsibilities

1. Ask each parent or guardian to fill out a Family Talent Survey Sheet for the den (see page 34-11).
2. Ask whether any adult family members have expertise in the activity badge areas. Recruit activity badge counselors.
3. Review the religious emblems program and show how families can encourage their boys to earn the emblem appropriate for their family's beliefs.
4. Make specific assignments or ask for volunteers for refreshments, telephoning, transportation, etc.

VIII. Medical Information

1. Explain the importance of knowing about any medical problems Webelos Scouts may have.
2. Suggest to parents and guardians that you would like to talk privately with anyone whose boy has a medical problem.

3. If not already on file, have the parents or guardians of each Webelos Scout complete a Class 1 Personal Health and Medical Record for their boy (No. 34414, page 34-51). This information should be readily accessible to you, the den leader, in case of an emergency.

IX. Webelos Den Program

1. Briefly review the Webelos den program, including dates of Webelos overnight campouts and/or any joint activities with a Boy Scout troop.

X. Fellowship and Refreshments

1. Take time for all participants to get to know the families of their Webelos Scout's friends.
2. Exchange telephone numbers and e-mail addresses and encourage den families to get better acquainted.

Subsequent Webelos den adults' meetings might follow this same format but cover different information that is more specific to the den calendar at the time.

WEBELOS DEN OVERNIGHT CAMPOUTS

Webelos den overnight campouts provide opportunities for Webelos Scout to enjoy the increasing camping challenges offered by BSA's progressive outdoor program, but still within the family environment of Cub Scouting. Webelos camping experiences should help prepare Webelos Scouts for the camping adventures of Boy Scouting without taking away from the type of camping they will experience as a member of a Boy Scout troop.

Purpose

The Webelos den overnight campout

- Helps strengthen the relationship between a boy and his parent or guardian while introducing him to the progressive camping program of BSA.
- Offers a variety of activities—some just for fun and others to help boys with advancement requirements, such as for the Outdoorsman, Geologist, Naturalist, and Forester activity badges.
- Helps prepare Webelos Scouts for their camping experience in Boy Scouting. It's an important step in the total outdoor program of the BSA.
- Is exciting and fun for the Webelos Scouts!

How Often Are They Held and Who Attends?

Webelos dens are encouraged to have several overnight campouts each year.

Webelos den overnight campouts are parent-son events, under the direction of the Webelos den leader. The Webelos den leader should be trained in Outdoor Leader Skills for Webelos Leaders, which is in addition to basic training. At the den overnight campout, the Webelos den leader may be assisted by the assistant Webelos den leader and the Webelos den chief. Sometimes, additional leadership from a Boy Scout troop may join you. In most cases, each Webelos Scout is under the supervision of his own father, mother, or guardian.

If a parent or guardian cannot attend, the boy's family should make arrangements for one of the other parents or another adult relative or friend to be a substitute at the campout. It is essential that each Webelos Scout is under the supervision of an adult and that every adult has a share of the responsibility for the campout.

Webelos dens are encouraged to participate in joint overnight campouts with a Boy Scout troop; however, a parent or guardian of each Webelos Scout should still attend.

Location

Webelos Scouts should be experiencing family-type camping, as opposed to the more challenging type of camping that they will be experiencing as Boy Scouts. A location that has a tested water supply, toilets, cooking facilities, space for pitching tents, and an area for indoor activity would be appropriate for a Webelos den overnight campout. (Note that if toilet facilities are not available, proper disposal of solid waste is necessary.) One of the Webelos den families might have a cottage or cabin with some land that would be appropriate. Another possibility is a public campground, which is usually in a good location with appropriate facilities.

Another option is to check with your local council about their facilities for Webelos overnight camping and for a list of other council-approved camping sites.

A council camp or other camping site located so far away that it would involve traveling a considerable distance would not be suitable for a Webelos den overnight campout.

If you use a council camp, be sure that the Webelos campsite is away from regular Boy Scout camping areas. The campsite should be located near a parking area because the family-type equipment that will be used probably will be heavy and difficult to carry any distance.

- In selecting the location for a Webelos overnight campout, remember that Webelos Scouts should not experience Boy Scout–type camping on the overnight.
- Webelos overnights do not include backpacking.
- Webelos overnight camping at Boy Scout camporees and/or events is not a BSA-approved activity.
- Cub Scout health and safety and age-appropriate guidelines apply at all Webelos activities, even when visiting a troop event or campout.

Water for drinking must be tested if it is not from a known, safe supply. If water has not been tested, bring water from home.

Transportation

As a family member or other adult will accompany each Webelos Scout, transportation should not be a problem. Cars are best for transportation to the campsite. Transporting boys in trucks is unsafe and forbidden except in the cab. Buses are not recommended because chartering transportation could make parents feel less responsible for the trip. Appropriate tour permits should be filed, and individual seat belts are required for each person.

Equipment

An overnight campout requires protection from the weather, equipment for food preparation, and program items to suit the area where the campout is being held. Tents, cabins, campers, or camp trailers will be required for shelter.

Dens or packs should not be required to purchase camping equipment. Many of the families will have their own tents used for family camping or can borrow one from a neighbor. Often, a nearby Boy Scout troop will loan tents and other camping equipment to a Webelos den.

When tents are used, no youth will stay in the tent of an adult other than his parent or legal guardian. When housing other than tents is used, separate housing must be provided for male and female participants.

Each parent and son will need some personal equipment. (See the Outdoorsman activity badge section in the *Webelos Handbook* and the Webelos Scout Overnight Checklist on page 34-50.) Each family unit should bring its own cooking equipment, food, and utensils. Each boy works with his accompanying adult to prepare and eat meals together.

Webelos Campout Preparation

Webelos Leader Preparation

1. **Complete Outdoor Leader Skills for Webelos Leaders** to get a good foundation for the overnight experience. When you go camping, if you are not a seasoned camper, be sure to take along an adult or older Boy Scout who is experienced. More than likely, some of the parents will be campers. If not, many Scouters will be willing to help.
2. **Select the date and the camping location** several weeks in advance. If it is a joint Webelos den–troop campout, meet with the Scoutmaster to work out the details.
3. **Make reservations.** Regardless of whether your Webelos den plans to use a privately owned campsite, public campground, or local council camp, you will need to make reservations. In all cases, turn in a Local Tour Permit Application (see page 34-39) to the local council service center at least two weeks before the campout.
4. **Check fire regulations** regarding the use of fires for cooking and campfire programs.
5. **Enlist the help of others,** such as the assistant Webelos den leader, Webelos den chief, assistant Scoutmaster, activity badge counselors, and parents, in planning the details of the campout. (See Chapter 33, "Cub Scout Camping.")

Boy Preparation

Preparing the boys goes beyond just telling them that a campout has been planned. Preparation for the campout offers boys many opportunities to develop skills that will be helpful in their Webelos training.

1. **Discuss the campout** with the den. Explain how it will help satisfy one of the requirements for the Outdoorsman activity badge.
2. **Teach the boys the rules of outdoor fire safety** to help satisfy another Outdoorsman badge requirement. (See the fire safety rules in the *Webelos Handbook.*)
3. **Review the Outdoor Code** to help prepare Webelos Scouts to be good campers and also to introduce them to Boy Scout–joining requirements as well. (See the *Webelos Handbook* or page 32-3.)
4. **Teach the boys basic knots.** (See the *Webelos Handbook.*) They might need to know certain knots when setting up their tents. The Webelos den chief can help teach this skill.
5. **Teach the boys basic first aid.**

6. **Plan ahead for campfire program activities.** If the den is taking part in a campout where other dens will be attending or is camping with a troop, you probably will be called upon to participate in the campfire program. If you are on a Webelos den overnight campout rather than a joint troop campout, you will still need a planned campfire program. The Webelos den chief can help provide suitable ideas.

7. **Send home, at least a week before the campout, a Webelos Scout Overnight Checklist** (page 34-50) and a letter giving the final details about the campout.

Adult Preparation

Preparing the adults for the overnight campout is as important as preparing the boys. The end result will be a smoothly run event with everyone knowing what is expected. Properly informed adults will reduce the load of responsibility on Webelos den leaders.

Information about the campout can best be communicated at an informal meeting with family members and other adults who will be attending the campout. Develop a basic plan but let the other adults get involved in planning the details. Let them know that they share the responsibility for the overnight campout. Build your program using their talents and abilities. You might find a nature specialist, a song leader, a storyteller, or a game leader among them.

Take a positive attitude at the meetings. You aren't asking them to be a part of the campout—you are *expecting* them to be part of the campout.

Hold this adult planning meeting at least two weeks before the campout so that it is close enough to the campout date to avoid last-minute changes. If some parents can't attend, be sure that they receive the necessary information.

Webelos Den Overnight Campout Planning Meeting Agenda

1. Date of Campout
2. Location
3. Time and Place of Rendezvous
4. Schedule of Events
5. Menu
6. Equipment
7. Health and Safety

1. **Date of Campout**. Announce the date of the campout.

2. **Location.** Decide whether everyone will get themselves to the campsite or whether someone will organize carpooling. Provide maps if necessary. Use the *Guide to Safe Scouting* as a resource to review transportation safety guidelines.

3. **Time and Place of Rendezvous.** Announce the date, time, and place of departure and arrival.

4. **Schedule of Events.** A planned program of activities is important. Involve the parents in deciding what type of activities will be included in the campout. Consider the following:

   - Nature hike
   - Swimming
   - Activity badge work
   - Campfire program
   - Fishing
   - Games
   - Conservation
   - Service project

   If swimming is included, be sure to have someone trained and committed to comply with the eight points of Safe Swim Defense (see Chapter 14, "Water Safety").

   Shooting sports such as BB guns and archery are not permitted on Webelos den overnight campouts. Shooting sports are not an approved part of Cub Scouting except at a Cub Scout day or resident camp at a BSA facility range, or at certain other council or district events.

   For weekend campouts, a nondenominational worship service is appropriate and recommended. This service should be simple and brief.

5. **Menu.** Keep the menu simple, remembering that each adult-youth team will cook, eat, and clean up together. This activity completes one of the requirements for the Outdoorsman badge. Suggest that similar (though not necessarily identical) meals be planned for all involved. Everyone should anticipate at least two meals involving some cooking, such as the Saturday breakfast and dinner. Families could bring a sack lunch or a light snack to have before the return home, or it could be prepared in camp at breakfast time.

6. **Equipment.** Each adult should have a personal equipment checklist similar to the boys' Webelos Scout Overnight Checklist. In addition, other items may need to be brought to help with cooking and camping activities.

   Make sure that adequate tents are available. Use the *Guide to Safe Scouting* as a resource, and review the BSA policy on sleeping arrangements.

   If firewood is to be used for cooking or a campfire program and is in short supply at the camping location, each team should bring its own supply. Also, consider a hand ax or other tools that might be needed.

7. **Health and Safety.** Using the *Guide to Safe Scouting* as a resource, review BSA guidelines on
   - Drug, alcohol, and tobacco use
   - Fuel and fire safety
   - Water safety
   - First aid

   Secure a completed Class 1 Personal Health and Medical Record (No. 34414, page 34-51) for all youth and adults who will attend the campout.

JOINING A BOY SCOUT TROOP

It is the aim of Webelos den leaders to have each of their Webelos Scouts graduate into a Boy Scout troop. The graduation of a Webelos Scout from the pack is the responsibility of many people. The Webelos den leader needs the help of the Cubmaster, pack committee, and Scoutmaster.

When a boy leaves a Webelos den to enter a Boy Scout troop, he is entering a new program of experiences. Ensure that this transition into Boy Scouts is smooth and orderly. He should lose no time during this transition. See Chapter 22, "Webelos Scout Transition to Boy Scouting," for suggestions on joint troop activities and a description of the leadership roles in the transition process.

The Arrow of Light Award is the arrow that leads to Boy Scouting and tells everyone that a boy is ready to be a Boy Scout. To ensure that a boy earns the Arrow of Light Award, the following steps are recommended:

1. Parents or guardians of Webelos Scouts attend a parent orientation meeting sponsored by the troop at the beginning of the fourth- and fifth-grade years. (See the *Webelos Leader Guide* for more information.)

2. Webelos Scouts, with their parent or guardian, visit a troop meeting before they earn the Arrow of Light Award or complete fifth grade. Some Webelos Scouts visit several troops before they decide which one they want to join.

3. The Webelos Scout lets the Webelos den leader know which Boy Scout troop he wants to join.

4. The Webelos den leader notifies the Scoutmaster. The Scoutmaster or designated leader from the troop makes arrangements for a Scoutmaster conference with the Webelos Scout and his parents or guardians.

5. The Webelos Scout and his parents complete a Youth Application (available at www.scouting.org/forms) and submit it to the troop he wishes to join.

6. When the Webelos Scout is ready to move his membership to the troop, the pack leadership conducts a graduation ceremony at the pack meeting. The parents or guardians, Scoutmaster, and troop junior leaders are invited to participate.

Suggestions for graduation ceremonies can be found in *Cub Scout Ceremonies for Dens and Packs* (No. 33212). The ceremony, which should be impressive and memorable, might involve candles and ceremonial boards, the crossing of a bridge, or perhaps an outdoor campfire.

Webelos dens usually graduate together and form a new patrol in the troop. Grade-based Webelos dens are encouraged to graduate by February of the fifth-grade year. If a Webelos Scout has not earned the Arrow of Light Award, he may remain in the den until he turns 11 years old or completes the fifth grade. To be a Boy Scout, a boy must fulfill one of these:

- Have completed the fifth grade and be at least 10 years old

  OR

- Be age 11

  OR

- Have earned the Arrow of Light Award and be at least 10 years old

See Chapter 22, "Webelos Scout Transition to Boy Scouting," for information and ideas on steps, activities, and suggestions about this transition.

WEBELOS SCOUT TRANSITION TO BOY SCOUTING

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WEBELOS-TO-SCOUT TRANSITION

One of Scouting's greatest challenges is to make the next level of Scouting readily available for a youth once he meets the joining requirements. It is the goal of every Webelos den leader to graduate every Webelos Scout into a troop.

The key factor to Webelos transition is the ongoing working relationship of the leaders of a Cub Scout pack and a Boy Scout troop. Ideally, a community organization would have both a pack and a troop with leaders who work together to help move Webelos Scouts into a Boy Scout troop the same way schools move students from elementary school to middle school.

The Webelos-to-Scout transition should be seamless. Graduating Webelos Scouts into Boy Scouting is a cooperative effort between the pack and troop. It gives Webelos Scouts and their families an awareness of the troop program, troop leadership, and advancement and an appreciation for troop organization and relationships.

The Webelos-to-Scout transition helps boys by

- Introducing them to Boy Scouting skills and future advancement experiences
- Giving them the opportunity to see boy leadership at work in the troop and sense their own potential as junior leaders
- Allowing them to become more confident and enthusiastic about the patrol method
- Giving them the desire for troop membership as the result of this gradual exposure to troop-oriented activities.

The Webelos-to-Scout transition plan also helps leaders:

- **For the Webelos den leader,** it means fulfillment. He or she can see the time spent with a boy as productive because of the boy's desire to continue in Scouting. It also means direct help in advancement and on Webelos overnight campouts, as well as a pleasant association with the Boy Scout troop.
- **For the Cubmaster,** it means assurance of stable Webelos dens, more graduations, better ceremonies, easy access to den chiefs, and pack meetings that feature lively Webelos dens with Boy Scout troop guests.
- **For the troop leader,** it means more boys—boys already trained in the Boy Scout joining requirements and boys whose families have been supporting them in pack activities.

A pack and troop can work together in a number of ways to enhance the Scouting experience of their boys. Assuring a smooth transition requires cooperation among the Cub Scout pack, Boy Scout troop, unit commissioner, and district Webelos transition chair.

Pack Responsibilities

- Develop a working relationship with the leadership of a Boy Scout troop or troops in the community. Most troops should have either an assistant Scoutmaster or a committee member assigned to new Scout transition. Your unit commissioner can help put you in contact with troop leaders.
- Compare calendars of troop and pack activities to coordinate activities. Community events can be done together, and planning can help prevent conflicts in the use of equipment and facilities.

- Work with troop leaders to secure den chiefs for each Webelos and Cub Scout den.
- Work with troop leaders to plan and conduct Webelos overnight activities.
- Work with troop leaders to plan visits to troop meetings. Never attend without first calling in advance.
- Invite the Scoutmaster and troop youth leaders to special pack activities. This will help create familiarity and a level of comfort for the Webelos Scouts and their parents or guardians as they ease into the troop.
- Plan a meaningful graduation ceremony at the pack's blue and gold banquet that includes the presence of troop leadership to accept the Webelos Scouts as they graduate to Boy Scouts.
- Webelos leaders should be strongly encouraged to move into the troop with the boys, either as assistant Scoutmasters or troop committee members. This will give the new Scouts a familiar face at troop meetings and a connecting link to the Boy Scout troop.
- If a troop doesn't exist in your neighborhood or community, discuss the possibility of organizing a troop with the head of the pack's chartered organization. A graduating Webelos den can form the nucleus of a new troop.

Webelos Den Leader Responsibilities

The Webelos den leader can help improve the transition of Webelos Scouts into a Boy Scout troop by doing the following:

- Work to develop a den relationship with one or more Boy Scout troops. Troops should appoint a troop Webelos resource person who is a liaison between the troop and the Webelos den or dens in a pack. This Webelos resource person can help the Webelos den leader with special den events, help secure equipment for campouts, work with the Webelos den leader to plan the graduation ceremony, provide information about the troop calendar of events and summer plans, as well as other responsibilities that may arise during the year.
- Ensure that Webelos Scouts have ample opportunities to work on Webelos badge and Arrow of Light requirements. Use the Scout Oath and Law during ceremonies in the den.
- Plan joint events with the troop by working with the troop Webelos resource person. (See "Joint Webelos Scout and Boy Scout Activities" on page 22-3.) Personal invitations to a troop Eagle Scout court of honor for each member of the den will give the Webelos Scouts and their families an indication of the strength of the troop and provide inspiration for a long-term goal for the Webelos Scouts.
- Work with the Scoutmaster or troop Webelos resource person to plan a meaningful graduation ceremony. This ceremony will probably take place at the pack's blue and gold banquet in February. This graduation ceremony is the final highlight for Webelos Scouts and their entry into the adventures of Boy Scouting.

PACK AND TROOP PARTNERSHIP

A strong partnership between a Boy Scout troop and Cub Scout pack can be a healthy, ongoing relationship that ensures that almost all of the Webelos Scouts will progress to the troop. To establish and maintain this partnership and to help the boys make their transition, the following steps are recommended:

1. **Den-Troop Partnership**

   With the help of the unit commissioner, make a list of nearby troops—with leaders' names, addresses, and phone numbers.

   The unit commissioner can help bring together the Webelos den leader, Cubmaster, and Scoutmaster for their first meeting. If a commissioner isn't available, either the Cubmaster or the Webelos den leader will need to take the initiative to get things going.

   The purpose of this first meeting is to get acquainted, define responsibilities in the Webelos-to-Scout transition plan, discuss leadership needs, and make plans to recruit the necessary leaders. It is also a time to talk about opportunities for joint Webelos den–troop activities.

   Develop a plan for regular communication among key leaders in the Webelos-to-Scout transition plan to keep everyone informed of graduations, joint activities, needs, and opportunities.

   Set up a tentative calendar of joint Webelos den–troop activities for Webelos Scouts. Hold the Webelos annual program planning meeting, incorporating the joint activities in the annual plan.

   Share the Webelos-to-Scout transition plan with the chartered organization representative and chartered organization and let them know how they can help.

2. **Fourth-Grade Webelos Scout Parent Orientation**

   This orientation for Webelos Scouts and their parents or guardians should be held at the beginning of the Webelos Scouts' fourth-grade year. It is presented by the Webelos den leader, the Scoutmaster, and the assistant Scoutmaster assigned to the boys' Webelos den.

   The goal of the orientation is to let the Webelos Scouts and their parents know how Webelos Scouting is different from Cub Scouting, and how Webelos Scouting will prepare boys for the adventures of Boy Scouting. It sets the stage for a continuation of boys moving toward the Boy Scout troop.

The troop leaders are introduced and future joint activities announced, such as the parent-son campout and the Webelos den–Scout troop campout.

3. **Webelos Parent-Son Campout or Daytime Event**

   The Scout troop should host a Webelos parent-son campout or daytime event in the spring for fourth-grade Webelos Scouts. The troop can best be of service by providing a few knowledgeable Scouts and leaders to give logistical and teaching support at the event.

   This joint activity will build a level of comfort between the Webelos Scouts and their parents and the Scouts and adults in the troop. When the time comes for boys to move into a Boy Scout troop, it will not be a leap into the unknown for them but an easy passage into a familiar and friendly situation.

4. **Fifth-Grade Webelos Scout Parent Orientation**

   A second orientation should be held in the fall of the fifth-grade year. This conference reinforces the den-troop partnership as well as provides further information to Webelos Scouts and their parents on upcoming troop programs, including summer camp, and preparation for graduation.

5. **Webelos Den–Boy Scout Troop Campout**

   An invitation from the troop to the fifth-grade Webelos den to go on a fall campout will further strengthen the relationship between the Webelos Scouts and their parents and the Boy Scouts troop. This one-night outing will help Webelos Scouts and their parents see what to expect in future camping experiences. The troop should cook and camp by patrol, using patrol skills and activities in which each Webelos Scout can participate.

6. **A New-Scout Conference for Webelos Scouts**

   The new-Scout conference for a Webelos Scout should be held a month or two before the boy receives his Arrow of Light Award. The conference is conducted by the Scoutmaster or the assistant Scoutmaster assigned to the new-Scout patrol. It should be informal and, following BSA Youth Protection guidelines, be in view of at least one other adult. (See Chapter 27, "Youth Protection," for more information on BSA Youth Protection guidelines.)

   This new-Scout conference is one of the requirements for earning the Arrow of Light Award. The Webelos Scout should be encouraged to set both short- and long-term goals for himself. A short-term goal might be to attain the rank of Tenderfoot; a long-term goal could be to serve as patrol leader.

   Here are a few suggested discussion points:

   - The meaning of the Scout Oath and Law
   - The advancement program
   - Troop camping
   - The patrol method
   - Summer camp

The second part of the new-Scout conference should include the parents or guardian. This meeting gives family members an opportunity to ask questions or express concerns about their son's future involvement in Scouting. They can also learn about ways that they can be involved in the troop and continue to be a partner in their son's Scouting success.

JOINT WEBELOS SCOUT AND BOY SCOUT ACTIVITIES

It is a good idea to plan quarterly joint Webelos den–troop activities for Webelos Scouts. Here are some suggestions:

- The Webelos den visits a troop court of honor.
- The troop and Webelos den go on an overnight campout. (See Chapter 21, "The Webelos Scout Program," for more information on Webelos overnight campouts.)
- The Scoutmaster and junior leaders join in a Webelos den meeting or activity.
- The Webelos den and troop share an evening campfire.
- The Webelos den and troop attend Scout Sunday or Sabbath services together in February.
- The pack and troop join in a community Good Turn or a Good Turn for the chartered organization.
- The Webelos den takes a day hike with the troop.
- The Webelos den and troop hold a field day.
- The troop leaders help during a Webelos den overnight campout.
- The Webelos den visits a troop "skill-o-ree."

When a Webelos den participates in a troop activity or campout, all health and safety and age-appropriate guidelines for Cub Scouts still apply. For example, a Webelos den may not use axes or participate in a troop archery activity. See "Age-Appropriate Activities" in the *Guide to Safe Scouting.*

ARROW OF LIGHT AWARD

When he completes the Arrow of Light Award, a Webelos Scout has learned everything he needs to know to join a troop and can be presented with the Boy Scout badge upon joining the troop. By earning the Arrow of Light, a seamless transition is built between the Webelos Scout and the Boy Scout troop of his choice.

Part of the final requirement of the Arrow of Light is to have a conference with the Scoutmaster.

Note: Although a Webelos Scout reaching age 11 or completing fifth grade and at least 10 years old is eligible to become a Boy Scout, he may remain in the pack for six months after his 11th birthday or until he completes fifth grade, whichever is later. Webelos dens usually graduate together and form a new patrol in the troop. Grade-based Webelos dens should graduate in February of the fifth-grade year.

GRADUATION INTO A BOY SCOUT TROOP

Planning for Webelos graduation should begin in the fall. The Cubmaster, Scoutmaster, Webelos den leader, and unit commissioner all have important parts in the planning process.

The graduation ceremony is often held in February at the pack's blue and gold banquet. The pack should extend invitations to Scoutmasters of troops that will be receiving Webelos Scouts, as well as several junior leaders (Boy Scouts). This should include the Webelos den chief who has worked with the Webelos Scouts.

Some troops present the new Boy Scout with the *Boy Scout Handbook*. Others present a troop neckerchief, T-shirt, or other token from the troop.

If the Arrow of Light Award ceremony is also taking place at the blue and gold banquet, hold it early in the program. The Arrow of Light is the highest award a Cub Scout can earn and should have a meaningful ceremony of its own. See *Cub Scout Ceremonies for Dens and Packs* for ideas for Arrow of Light and graduation ceremonies.

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LEADERSHIP IN SCOUTING

Scouting is an association of boys, young men and women, and volunteer leaders. Scouting hopes to help young people grow to be responsible, resourceful members of their communities, their country, and the world. As a leader, you help Scouting to achieve this goal.

Leaders in Scouting work with boys and their families to improve the lives of their communities by enriching the lives of the families who live in them. Leaders help boys respect their homes and families and help families understand their boys better through doing things with them.

Cub Scout leaders take a positive stand in support of the family, and they take an active part in helping to strengthen those families and their boys by providing a fun-filled, worthwhile program that teaches values.

Successful leaders have

- Character
- Honesty
- Ability to guide and influence boys
- Energy
- Patience and tact
- A sense of humor
- A sense of purpose and direction

For a checklist to help leaders learn the traits and qualities that help them be effective in their positions, see "How Do I Rate as an Effective Leader?" in Appendix 1, page 34-10.

You were selected as an adult leader in the Boy Scouts of America because of your qualifications and your interest in the Scouting program. Being a Cub Scout leader, you have certain responsibilities to the organization.

A Cub Scout leader must

- Accept and live by the purpose and aims of Scouting.
- Do his or her best to model the ideals of Scouting for the boys by personal example.
- Work to assure that a well-rounded, quality program is presented to the boys that meets their needs and is compatible with the purposes of Cub Scouting.
- Learn as much as possible about Cub Scouting and his or her responsibilities as a leader.
- Wear the official uniform to show support for the aims and methods of Scouting and to show membership in a worldwide movement.

Being a Cub Scout leader means more than an hour a week at a den meeting or an hour a month at a pack meeting. The den and pack programs must be planned. Detailed preparations must be made so that they will run smoothly. Consider that an hour of preparation time is needed for an hour of program. Crafts and special activities might take more time to prepare. Attending planning meetings, training courses, and monthly roundtables also takes time. The amount of time you invest in Cub Scouting will depend on your enthusiasm, dedication, and personal involvement. Usually, the more time you spend, the better the program the boys receive.

Your attitude will affect your success as a Cub Scout leader. A confident and enthusiastic attitude is of great benefit. Other people will be infected by your enthusiasm. You can inspire others to believe in you, to work with you, and to follow you. Throw yourself wholeheartedly into your Cub Scouting responsibilities. Be optimistic. Plan your work, and then work your plan. Your actions will tell other people how you feel about Cub Scouting.

THE LEADERSHIP TEAM

As a Cub Scout leader you are part of a pack leadership team that includes the Cubmaster, assistant Cubmasters, pack committee chair and members, pack trainer, Tiger Cub den leaders, Cub Scout den leaders and assistants, Webelos den leaders and assistants, and den chiefs. The importance of the team approach to leadership in the den and pack can't be overemphasized. No one person can do the job successfully alone.

Recruiting, training, and planning are a combined effort of the leadership team. Communication, training, involvement, and planning are necessary for leaders to work together in the team. At least monthly, the pack leaders need to meet and plan the program. See Chapter 24, "Program Planning," for detailed information on the planning meetings that need to be held to implement the pack's program.

Solving Problems Among Leaders

Sometimes within the leadership team problems may occur among the leaders as they try to communicate and manage the program. If problems do occur among the leaders, here are some tips to help unify the team.

Problem-Solving Tips

- Remember that the boys are the most important part of the program.
- Care about the people involved and seek their best interests.
- Identify the problem. Make sure you have the facts.
- Face the problem. Don't ignore it in hopes that it will disappear.
- Recognize the real source of the problem.
- Be willing to listen to all sides and viewpoints.
- Be tolerant and forgiving. Seek to strengthen rather than to weaken relationships.
- Decide what can be done to solve the problem and act on the decision.
- Learn from the problem and see how that knowledge can help your program.

RESPONSIBILITIES TO THE BOYS

Cub Scout leaders have certain responsibilities to the boys. Each leader should

- Respect boys' rights as individuals and treat them as such.
- See that boys find the excitement, fun, and adventure that they expected when they joined Cub Scouting.
- Provide enthusiasm, encouragement, and praise for boys' efforts and achievements.
- Develop among the boys a feeling of togetherness and team spirit that gives them security and pride.
- Provide opportunities for boys to experience new dimensions in their world.

Setting a Good Example

Scout leaders may become role models for boys. A leader's example can have a profound effect on a boy. Here are some suggestions to help you set a good example as a leader:

- Be fair and honest. You will earn the respect of the boys in this way. No amount of ability, knowledge, or wisdom will make up for a lack of respect.

- Don't hesitate to admit when you don't know something. Offer to help find the answer, and then do it. Boys respect honesty and learn from it.
- Be on your good behavior at all times and remember that you're an adult. Act like an adult. Follow the Golden Rule.
- Be courteous. Good manners never go out of date. Good manners show that you care.
- Be punctual. Start meetings on time. When the boys see that you stick to a time schedule, they will be encouraged to arrive on time so that they won't miss any of the fun.
- Be well-groomed. Appearance is important because the way we dress influences our feelings and actions. Smartly uniformed dens and packs have fewer behavior problems and operate more efficiently than dens and packs in which boys are dressed sloppily.
- Be dependable. Keep your word. Let the boys know that they can count on you to do what you say.
- Live by the Cub Scout Promise and Law of the Pack. Do your duty to God and country. Be faithful in your religious duties, follow the law, be appreciative, and always "do your best."

Career Education

Through Cub Scouting boys can become aware of career possibilities. Career education can help young people develop skills they need to get along with others and to become productive members of society. Career education recognizes the need for a realistic understanding of the qualities important to personal success.

Cub Scouting provides opportunities for boys to see and experience possible careers and vocations. Den and pack tours of industry, business, and community organizations offer opportunities for boys to see people in action, doing their jobs. Many of the achievements, electives, and activity badges are related to jobs people are performing today. Boys can ask questions, collect information, and gather ideas for a potential career while participating in a program of fun.

CUB SCOUT LEADER QUALIFICATIONS AND RESPONSIBILITIES

Several leadership positions are necessary for a Cub Scout pack to function properly and successfully. (See the Pack Organization Chart on page 7-1.) Descriptions of the leadership positions related to Cub Scouting are provided here.

The citizenship requirement listed in the leadership positions is understood as follows:

"For citizens of the United States, individuals serving in any official relationship with the Boy Scouts of America shall subscribe to the statement of religious principles, and the Scout Oath and Law.

"Adults who are not citizens of the United States, but who reside within the country, may register with the Boy Scouts of America in any capacity if they agree to abide by the Scout Oath and Law, to respect and obey the laws of the United States of America, and to subscribe to the statement of religious principle."

(Article VIII, Section 2, Clause 1 of the *Rules and Regulations of the Boy Scouts of America*)

Chartered Organization Representative



Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Is a member of the chartered organization other than the unit leader or assistant unit leader. Is appointed by the chartered organization to serve as its official Scouting representative and is registered as an adult leader of the BSA.

Responsibilities: The chartered organization representative's responsibilities are to

- Help select the right leadership for the unit.
- Encourage unit leaders and committee members to take training.
- Promote well-planned unit programs.
- Serve as a liaison between the units and the organization.
- Organize enough units.
- Promote the recruiting of new members.
- See that boys transition from unit to unit.
- Help with the charter renewal.
- Suggest Good Turns for the organization.
- Encourage the unit committee to hold meetings.
- Cultivate organization leaders.
- Encourage outdoor program activities.
- Emphasize advancement and recognition.

- Utilize district help and promote the use of district personnel and materials.
- Use approved unit finance policies.
- Encourage recognition of leaders.
- Cultivate resources to support the organization.
- Represent the organization at the council level.

The chartered organization representative is the direct contact between the pack and the chartered organization. This individual is also the organization's contact with the district committee and the local council. The chartered organization representative may become a member of the district committee and is a voting member of the council. If the chartered organization has more than one unit, one representative serves them all.

Pack Committee Chair



Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Is appointed by the chartered organization and registered as an adult leader of the BSA. Is a person of good character, familiar with organization procedures, with a deep concern for the pack's success. Preferably is a member of the chartered organization, respected in the community, who shows the willingness and ability to be the Cubmaster's chief adviser.

Responsibilities: The pack committee chair's job is to

- Maintain a close relationship with the chartered organization representative, keeping this key person informed of the needs of the pack that must be brought to the attention of the organization or the district.
- Report to the chartered organization to cultivate harmonious relations.
- Confer with the Cubmaster on policy matters relating to Cub Scouting and the chartered organization.
- Supervise pack committee operation by
  1. Calling and presiding at pack leaders' meetings.
  2. Assigning duties to committee members.
  3. Planning for pack charter review, roundup, and reregistration.
  4. Approving bills before payment by the pack treasurer.
- Conduct the annual pack program planning conference and pack leaders' meetings.
- Complete pack committee Fast Start Training and Basic Leader Training for the position.
- Ask the committee to assist with recommendations for Cubmaster, assistant Cubmasters, Tiger Cub den leaders, Cub Scout den leaders, and Webelos den leaders, as needed.
- Recognize the need for more dens, and see that new dens are formed as needed.
- Work with the chartered organization representative to provide adequate and safe facilities for pack meetings.
- Cooperate with the Cubmaster on council-approved money-earning projects so the pack can earn money for materials and equipment.
- Manage finances through adequate financial records.
- Maintain adequate pack records and take care of pack property.
- If the Cubmaster is unable to serve, assume active direction of the pack until a successor is recruited and registered.
- Appoint a committee member or other registered adult to be responsible for Youth Protection training.
- Provide a training program for adult family members.
- Develop and maintain strong pack-troop relationships, sharing with the troop committee the need for graduations into the troop.
- Work closely with the unit commissioner and other pack and troop leaders in bringing about a smooth transition of Webelos Scouts into the troop.
- Help bring families together at joint activities for Webelos dens (or packs) and Boy Scout troops.
- Support the policies of the BSA.

Pack Committee



Every pack is under the supervision of a pack committee. This committee consists of a minimum of three members.

Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Is selected by the chartered orga-

nization, and is registered as an adult leader of the BSA. One of these is designated as pack committee chair.

Obviously, with a committee of three, members must assume responsibility for more areas of service than with a committee of seven or more, where the responsibilities can be divided among the members. Although packs can and do operate with a minimum of three committee members, experience has shown that a larger committee generally ensures a stronger, more stable pack and is better able to perform all the required functions to ensure a successful pack program. It is also a way of involving more pack families in meaningful service to the pack.

Responsibilities: Regardless of the size of the pack committee, these responsibilities must be performed:

- Make recommendations to the chartered organization for final approval of pack leadership.
- Recruit the Cubmaster and one or more assistant Cubmasters, with the chartered organization's approval.
- Provide adequate and safe facilities for pack meetings.
- Coordinate the pack's program and the chartered organization's program through the chartered organization representative.
- Help with pack charter renewal.
- Help stimulate the interest of adult family members through proper programming.
- Supervise finances and equipment.
- Work closely with the Cubmaster.
- Ensure that all Tiger Cubs, Cub Scouts, and Webelos Scouts receive a year-round, quality program.
- Complete pack committee Fast Start Training and Basic Leader Training for the position.
- Conduct, with the help of the Cubmaster, periodic training for parents and guardians.
- Cooperate with other Scouting units.

A strong pack committee will have individual members assigned to such areas as record keeping and correspondence, finances, advancement, training, public relations, and membership and reregistration. The pack committee chair decides how the responsibilities should be divided and gives committee members assignments. Here are details of the various pack committee functions.

Secretary

- Keep informed of all Cub Scouting literature, materials, records, and forms to help leaders function effectively. Help-new den leaders by telling them what resources are available.
- Acquaint den leaders with the contents of the *Pack Record Book* so that they will know how to supply the information that should be recorded there.
- Maintain up-to-date information on membership, leadership, attendance, and advancement in the *Pack Record Book.*
- Maintain an inventory of pack property.
- Handle correspondence for the pack. This may include writing letters of appreciation and requests for reservations, or ordering supplies through the local council service center.
- Keep notes on business conducted at pack leaders' meetings. Record only key items such as things needing follow-up or items for the history of the pack.
- Notify leaders of pack leaders' meetings and other activities.
- Provide den leaders with records and forms for meetings.

Treasurer

- Help the pack committee and Cubmaster establish a sound financial program for the pack with a pack budget plan.
- Open or maintain a bank account in the pack's name and arrange for all transactions to be signed by any two of the following: Cubmaster, pack committee chair, secretary, or treasurer.
- Approve all budget expenditures. Check all disbursements against budget allowances, and pay bills by check. The pack committee chair should approve bills before payment.
- Collect dues from den leaders at the pack leaders' meeting, preferably in sealed den dues envelopes. Open envelopes in the presence of den leaders. Give receipts for these funds, and deposit the money in the bank account.
- Keep up-to-date financial records. Enter all income and expenditures under the proper budget item in the finance section of the *Pack Record Book.* Credit each Cub Scout with payment of dues. From time to time, compare the records with those of the den leaders to make sure they agree. Give leadership in developing a coordinated record-keeping system in the pack.
- Be responsible for thrift training within the pack. Encourage each den leader to explain the pack financial plan to each boy and his family so that boys will accept responsibility for paying dues and family members will be alert to opportunities for boys to earn dues money and develop habits of thrift.
- On the request of den leaders, sympathetically counsel with a boy who does not pay dues, determine the reason, and encourage regular payment. If the boy is unable to pay,

work out a plan with the Cubmaster and pack committee so that the boy can earn dues.

- Periodically report on the pack's financial condition at the monthly pack leaders' meeting. Make regular monthly reports to the pack committee at the pack leaders' meeting, and report to the chartered organization as often as desirable on the financial condition of the pack.
- Provide petty cash needed by leaders. Keep a record of expenditures.
- Guide the pack in conducting council-approved pack money-earning projects.

Advancement Chair

- Have a working knowledge of the Tiger Cub, Cub Scout, and Webelos Scout advancement plans.
- Help plan and conduct induction and advancement recognition ceremonies.
- Arrange for Tiger Cub transition ceremonies with the Cubmaster and Tiger Cub den leader.
- Educate parents, guardians, and pack committee members in ways to stimulate Tiger Cub, Cub Scout, and Webelos Scout advancement.
- Arrange for Webelos graduation ceremonies with the Cubmaster, Webelos den leader, and Scoutmaster.
- Promote the use of Tiger Cub, Cub Scout, and Webelos Scout den advancement charts to record advancement in the den and as an incentive for advancement.
- Promote the use of den doodles as a stimulus for advancement.
- Collect den advancement reports at pack leaders' meetings for use when ordering badges and insignia from the local council service center.
- Promote *Boys' Life* magazine as an aid to advancement.
- Help build or obtain advancement equipment for use in making advancement ceremonies more effective.
- Promote the wearing and proper use of uniform and insignia.

Public Relations Chair

- Stimulate pack service projects in the chartered organization, school, and community.
- Promote family participation in all pack events, such as blue and gold banquets, pack picnics, and other special events.
- Urge pack participation in appropriate programs of the chartered organization, such as the worship service on Scout Sunday or Scout Sabbath if the organization is a church or synagogue and Cub Scouts are members. Suggest ways of showing interest in the chartered organization's overall program.
- Publicize and promote pack participation in Scouting Anniversary Week activities.
- Circulate Tiger Cub, Cub Scout, and Webelos Scout recruiting fliers and leaflets to invite boys to join. Work with the pack committee to promote new membership. Let the people in the neighborhood know that a Cub Scout pack is available.
- Consider using a monthly or quarterly pack newsletter to inform families of pack plans, guide new parents and guardians in pack policies, and create a feeling of unity among members of the pack family.
- Provide pack announcements for regular release in the official bulletins, newsletters, Web sites, etc., of your chartered organization.
- Make use of the news media in publicizing pack events.

Outdoor Activity Chair

- Help the Cubmaster plan and arrange for outdoor activities.
- Arrange for property, fire, and tour permits when required.
- Locate new picnic areas.
- Arrange for safe transportation when needed.
- Plan first aid for emergencies.
- Help Webelos den leaders plan Webelos overnight campouts. Help arrange for equipment, as needed.
- Arrange for Safe Swim Defense implementation for all outings involving swimming.
- Plan outings to help pack and dens qualify for the National Summertime Pack Award.
- Help inform parents and guardians about opportunities for family camping. Ensure that at least one adult has completed Basic Adult Leader Outdoor Orientation (BALOO) (see Chapter 33, "Cub Scout Camping") before any pack campout.
- Help promote day camp and resident camp opportunities.
- Be aware of BSA health and safety requirements and see that they are implemented.
- Know and carry out BSA outdoor program policy related to Cub Scouting. Review all activities to ensure that unit

leaders comply with BSA policies in the *Guide to Safe Scouting.*

Membership and Reregistration Chair

- Prepare reregistration papers and an annual report to the chartered organization. Secure signatures and registration fees for the coming year.
- Ask the chartered organization representative to submit a charter application and annual report to the chartered organization for approval.
- Arrange for periodic uniform inspections with the unit commissioner. At least a month before charter expiration, also arrange for the annual membership inventory, a uniform inspection, and the annual charter review meeting.
- Help the Cubmaster and chartered organization representative plan and conduct the formal charter presentation.
- Conduct an annual census of boys in the chartered organization for systematic recruitment. Work with pack committee members to promote recruitment plans.
- Visit new families in their homes. Review with them the Bobcat requirements and "Parent Guide" in their son's handbook. Emphasize the part that the family plays in their son's advancement. Stress parent/guardian participation at all pack functions and see that new families are introduced and feel welcome at pack meetings.
- Work with the Cubmaster and pack committee to develop and carry out a plan for year-round membership growth.
- Work with the Cubmaster and pack committee to see
  - —that eligible Tiger Cubs transition into a Wolf den at the appropriate time.
  - —that eligible Wolf Cub Scouts or 9-year-old Cub Scouts transition into a Bear den at the appropriate time.
  - —that eligible Bear Cub Scouts or 10-year-old Cub Scouts transition into a Webelos den at the appropriate time.
  - —that Webelos Scouts and parents or guardians have a smooth transition into a Boy Scout troop.
- Work with the Cubmaster in following up on former pack members who are now Boy Scouts and potential den chiefs.
- Follow up on Cub Scout dropouts to help return them to full, active membership.

Friends of Scouting (FOS) Chair

Some councils rely heavily on units to raise Friends of Scouting (FOS) funds. The following functions need to be performed:

- Build an organization to enroll family members and Cub Scout leaders in FOS.
- Enroll as a Friend of Scouting.
- For every five families in the pack, recruit one person as an enroller.
- Attend an FOS kickoff meeting.
- Enroll each enroller as a Friend of Scouting.
- Train enrollers.
- Conduct report meetings.
- Follow up until all FOS cards have been accounted for.
- Give recognition to contributors and enrollers.
- Work closely with the pack committee on public relations for FOS.

Pack Trainer



Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Is registered with the BSA as a pack trainer. It is recommended that the pack trainer have at least one year of experience in a leadership position in Cub Scouting, preferably as a Cub Scout or Webelos den leader. Pack trainers should be trained at a district or council trainer development conference. The pack committee selects the pack trainer with the approval of the chartered organization. For new packs and those lacking experienced leaders, an experienced leader from the district training team or another pack may be appointed as pack trainer until the new leaders gain experience.

Responsibilities: The pack trainer is responsible for

- Conducting orientation of new families and pack leaders. (See Chapter 10, "Den and Pack Management.")
- Encouraging pack leaders to attend leader-specific training, the basic course of training for adult leaders, beginning with New Leader Essentials and progressing to leader-specific courses for their positions.
- Helping with Unit Leadership Enhancements during pack leaders' meetings.
- Encouraging pack leaders to attend ongoing training such as Youth Protection Training, roundtable, pow wow,

BALOO, Outdoor Leader Skills for Webelos Leaders, and Wood Badge.

- Remaining current with training material and program updates.
- Keeping track of pack training records.
- Encouraging den chiefs to attend Den Chief Training.

The goal of the pack trainer is to have 100 percent of the pack leadership trained in their position responsibilities. New leaders and adult family members should receive orientation within one week of joining the pack, and leaders should be encouraged to receive position-specific training within 30 days.

Cubmaster



Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Does not need to be an expert in all Cub Scout activities but should be a leader who is able to communicate well with adults as well as boys. Should be able to delegate responsibilities and set a good example through behavior, attitude, and uniform. Should believe in the values and purposes of Cub Scouting. Preferably a member of the chartered organization. Selected and appointed by the pack committee with the approval of the chartered organization, and registered as an adult leader of the BSA.

Responsibilities: The Cubmaster's responsibilities are to

- Conduct a pack program according to the policies of the BSA.
- Complete Cubmaster Fast Start Training and position-specific Basic Leader Training. Attend monthly roundtables.
- Plan and help carry out the Cub Scout program in the pack. This includes leading the monthly pack meeting, with the help of other leaders.
- Help the pack committee with a year-round recruitment plan for recruiting boys into Tiger Cubs, Cub Scouting, and Webelos Scouting.
- Know about and use the appropriate and available literature, including *Boys' Life* and *Scouting* magazines, *Cub Scout Program Helps,* and the *Webelos Leader Guide.*
- See that the pack program, leaders, and Cub Scouts positively reflect the interests and objectives of the chartered organization and the BSA.
- Work with the pack committee on (1) program ideas, (2) selecting and recruiting adult leaders, and (3) establishing a budget plan.
- Guide and support den leaders. See that they receive the required training for their positions.
- Help organize Webelos dens and encourage graduation into a Boy Scout troop.
- Help establish and maintain good relationships with Boy Scout troops.
- Maintain good relationships with parents and guardians. Seek their support and include them in activities. Involve male relatives such as uncles and grandfathers so that Cub Scouts will have additional male role models.
- See that Tiger Cubs, Cub Scouts, and Webelos Scouts receive a quality, year-round program filled with fun and activities that qualify the dens and pack for the National Summertime Pack Award.
- Guide Cub Scouts in goodwill and conservation projects.
- See that the responsibilities specified for the assistant Cubmaster are carried out.
- Help the pack committee chair conduct the annual pack program planning conference and the monthly pack leaders' meetings.
- Work as a team with the pack committee chair to cultivate, educate, and motivate all pack leaders and parents or guardians in Cub Scouting.
- Take part in the charter review meeting and annual charter presentation ceremony.
- Request den chiefs for all Cub Scout and Webelos Scout dens and, after selection, see that they are trained. Recognize the den chiefs at pack meetings.
- Conduct an impressive graduation ceremony for Tiger Cubs.
- Meet with the unit commissioner, Webelos den leader, and Scoutmaster to establish plans for the Webelos Scouts' transition to Boy Scouting.
- Help plan and conduct impressive Webelos graduation ceremonies involving parents and guardians, the Scoutmaster, the Webelos den chief, the Webelos den leader, and the troop junior leaders.
- Conduct impressive Arrow of Light Award ceremonies.
- Encourage high advancement standards from all Cub Scouts.

- Help bring families together at joint activities for Webelos dens (or packs) and Boy Scout troops.
- Support the policies of the BSA.

In general, the Cubmaster (sometimes referred to as the *unit leader*) is the guiding hand behind the work of other pack leaders and serves as program adviser to the pack committee. He or she is a recruiter, supervisor, director, planner, and motivator of other leaders.

The Cubmaster's main responsibilities are to

- Work directly with the pack trainer, Tiger Cub den leaders, Cub Scout den leaders, Webelos den leaders, den chiefs, and pack committee chair and members to make sure that all dens are functioning well.
- Plan the den and pack programs with the help of other leaders.
- Lead the monthly pack meeting with the help of others. Involve all dens in some way.
- Coordinate the total Cub Scout program in the pack.

Everything that the Cubmaster does is aimed at helping the individual boy. Securing strong leaders, planning den and pack activities, advising other leaders and adult family members—these are all ways in which the Cubmaster affects the kind of Cub Scouting each boy in the pack is offered. *The Cubmaster directly influences the lives of individual boys by keeping in mind that boys can become better through Cub Scouting.*

Assistant Cubmaster



Every pack should have at least one assistant Cubmaster. In most packs, two or three will be helpful, allowing the Cubmaster to divide responsibilities.

Qualifications: Is at least 18 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. At least one assistant Cubmaster should be able to replace the Cubmaster's position in case of an emergency. Therefore, if a pack has only one assistant Cubmaster, he or she must be at least 21 years old. In packs with more than one assistant Cubmaster, one *must* be at least 21 and the additional one may be at least age 18. The assistant Cubmaster is recommended by the Cubmaster, approved by the pack committee and chartered organization, and registered as an adult leader of the BSA.

Responsibilities: An assistant Cubmaster's responsibilities (as designated by the Cubmaster) are to

- Help the Cubmaster as needed. Be ready to fill in for the Cubmaster, if necessary.
- Complete Cubmaster Fast Start Training and position-specific Basic Leader Training. Attend monthly roundtables.
- Participate in pack meetings.
- Supervise den chiefs and see that they are trained.
- Conduct the monthly den chief planning meeting for all den-leaders, assistant den leaders, and den chiefs to plan and coordinate weekly den meetings and pack meeting participation.
- Work with neighborhood troops that supply den chiefs and into which Webelos Scouts may graduate.
- Help inform pack leaders of training opportunities and arrange for them to attend training sessions.
- Work with the pack committee to develop and promote an ongoing plan for recruiting new boys.
- Work with the Cubmaster and pack committee on pack reregistration.
- Help with pack activities, such as dinners, derbies, bike safety workshops, service projects, etc.
- Work with the pack committee on outings to see that the pack and dens qualify for the National Summertime Pack Award.
- Participate in the annual pack program planning conference and pack leaders' meetings.
- Promote the religious emblems program.
- Support the policies of the BSA.

Tiger Cub Den Leader



Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Should be interested in and enjoy working with boys and be able to work with adults. Should be an experienced leader, but may be a parent or guardian of a boy in the den. Recommended by the Cubmaster after consultation with the parents and guardians of the Tiger Cubs involved, and approved by the pack committee and chartered organization. Registered as an adult leader of BSA.

Responsibilities: The Tiger Cub den leader's responsibilities are to

- Give leadership in carrying out the pack program in the den.
- Complete Tiger Cub den leader Fast Start Training and position-specific Basic Leader Training. Attend monthly roundtable meetings.
- Lead the den in its participation at pack meetings.
- Serve as den host or hostess for family members at the pack meetings.
- Work in harmony with other den and pack leaders.
- Help the Cubmaster (or assistant Cubmaster) and pack committee to recruit new boys.
- Coordinate shared leadership among the Tiger Cub adult partners in the den.
- Ensure that each Tiger Cub and his adult partner have the opportunity to be the host team, planning and executing the den activities, rotating responsibilities monthly.
- Make pack and den resources available to the host team, ensuring the completion of the den component of the Tiger Cub advancement requirements.
- Use *Boys' Life* and *Scouting* magazines, *Cub Scout Program Helps,* the *Tiger Cub Handbook,* and other Cub Scouting literature as sources for program ideas.
- Keep accurate records of den dues and attendance. Collect weekly den dues (optional) and turn them in to the pack treasurer at the monthly pack leaders' meetings.
- Maintain a friendly relationship with the Tiger Cubs and their adult partners.
- Encourage Tiger Cubs to earn advancement awards. Keep accurate advancement records and see that the boys receive recognition for their achievements.
- Stimulate the Tiger Cubs' imaginations on the program theme for the month, and work with the adult partners to prepare boys for participation in pack meetings.
- Promote the religious emblems program, as available to Tiger Cubs.
- Help the den and pack earn the National Summertime Pack Award.
- Take part in the annual pack program planning conference and pack leaders' meetings.
- Help set a good example for the boys through behavior, attitude, and proper uniforming.
- Help the Cubmaster or assistant Cubmaster provide a meaningful recognition ceremony for the transition of Tiger Cub dens as they enter Wolf dens at the end of the Tiger Cub year.
- Throughout the year, keep in mind the transition goal of moving the boys to the next level in Cub Scouting.
- Support the policies of the BSA.

The main responsibilities of the Tiger Cub den leader can be summarized as follows:

- Work directly with other den and pack leaders to ensure that their den is an active and successful part of the pack.
- Coordinate shared leadership among the Tiger Cub adult partners, ensuring that all adult partners help plan, conduct, and prepare for den meetings and Go See It outings on a rotating basis and that the den activities provide advancement opportunities for the boys in the den.
- Attend pack leaders' meetings.
- Lead the den at the monthly pack activity.
- Ensure the transition of Tiger Cubs into a Wolf den at the end of the year.

Cub Scout Den Leader



Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Should be interested in and enjoy working with boys and be able to work with adults. May be a parent or guardian of a boy in the den. Recommended by the Cubmaster after consultation with parents and guardians of the Cub Scouts involved, and approved by the pack committee and chartered organization. Registered as an adult leader of the BSA.

Responsibilities: The Cub Scout den leader's responsibilities are to

- Give leadership in carrying out the pack program in the den.
- Complete Cub Scout den leader Fast Start Training and position-specific Basic Leader Training. Attend monthly roundtables.

- Lead the den in its participation at pack meetings. Serve as-den host or hostess for den family members at pack meetings.
- Work in harmony with other den and pack leaders.
- Help the Cubmaster (or assistant Cubmaster) and pack committee recruit new boys throughout the year.
- Help train the den chief and guide him in working with Cub Scouts. See that he receives recognition for his efforts at den and pack meetings.
- Attend the monthly den chief planning meeting for den leaders, assistant den leaders, and den chiefs.
- With the assistant den leader, meet with the den chief and let him help plan den meetings and den activities; allow him to serve as den activities assistant.
- Provide meaningful jobs for the denner and assistant denner so that they can learn responsibility and gain satisfaction from their efforts.
- Use *Boys' Life* and *Scouting* magazines, *Cub Scout Program Helps,* the boys' handbooks, and other Cub Scouting literature as sources for program ideas.
- Collect weekly den dues and turn them in to the pack treasurer at the monthly pack leaders' meetings. Keep accurate records of den dues and attendance.
- Maintain a friendly relationship with Cub Scouts; encourage them to earn advancement awards. Keep accurate advancement records and see that boys receive recognition for their achievements.
- Stimulate the Cub Scouts' imaginations on the program theme for the month and help the den prepare its stunts and exhibits for the pack meeting.
- Promote the religious emblems program.
- Help the den and pack earn the National Summertime Pack Award.
- Help establish a close working relationship with the assistant den leader and den chief, functioning as a den leadership team.
- Develop and maintain a good working relationship and open communication with den families. Use their talents to help enrich the den program. Hold den adults' meetings as often as needed to get acquainted with family members and strengthen den operation.
- Involve den fathers, uncles, and grandfathers in outings and other den activities so that boys will have additional male role models.
- See that a leader is available for all den meetings and activities. Call on the assistant den leader to fill in when necessary.
- Take part in the annual pack program planning conference and pack leaders' meetings.
- Help set a good example for the boys through behavior, attitude, and proper uniforming.
- Support the policies of the BSA.

The main responsibilities of the Cub Scout den leader can be summarized as follows:

- Work directly with other den and pack leaders to ensure that their den is an active and successful part of the pack.
- Plan, prepare for, and conduct den meetings with the assistant den leader and den chief.
- Attend the pack leaders' meetings.
- Lead the den at the monthly pack activity.

Assistant Cub Scout Den Leader



Each den should have at least one assistant den leader, and more if needed.

Qualifications: Is at least 18 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Is able to perform the duties assigned by the den leader. Should be able to fill in for the den leader in case of an emergency. Recommended by the Cubmaster after consultation with the den leader, parents, and guardians of the Cub Scouts involved, and approved by the pack committee and chartered organization. Registered as an adult leader of the BSA.

Responsibilities: The assistant Cub Scout den leader's responsibilities are to

- Help the den leader as needed.
- Carry out the duties assigned by the den leader.
- Be ready to fill in for the den leader in case of an emergency.
- Help establish a close working relationship with the den leader and den chief, functioning with them as a den leadership team.

- Complete Cub Scout den leader Fast Start Training and position-specific Basic Leader Training. Attend monthly roundtables.
- Attend pack meetings and help as needed.
- Take part in the annual pack program planning conference and pack leaders' meetings.
- Attend the monthly den chief planning meeting for den leaders, assistant den leaders, and den chiefs.
- Work in harmony with other den and pack leaders.
- Support the policies of the BSA.

The assistant Cub Scout den leader shares the work of the Cub Scout den leader and may be called upon to serve as a family contact or record keeper, or to handle other details of den operation.

Webelos Den Leader



Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Should be interested in and enjoy working with boys and able to work with adults. May be a parent or guardian of one of the boys in the den. Recommended by the Cubmaster after consultation with parents or guardians of the Webelos Scouts involved, and approved by the pack committee and chartered organization. Registered as an adult leader of the BSA.

Responsibilities: The Webelos den leader's responsibilities are to

- Give leadership to planning and carrying out a year-round program of activities for the Webelos den to achieve the purposes of Cub Scouting.
- Complete Webelos den leader Fast Start Training, position-specific Basic Leader Training, and Outdoor Leader Skills for Webelos Leaders. Attend monthly roundtables.
- Lead the den in its participation at the monthly pack meetings.
- Help establish a close working relationship with the assistant Webelos den leader and Webelos den chief, functioning with them as a den leadership team.
- Work in harmony with other den and pack leaders.
- Help the Cubmaster and pack committee recruit new Webelos Scouts.
- Help train the Webelos den chief and guide him in working with Webelos Scouts. Attend Den Chief Training with him. See that he receives recognition for his efforts at den and pack meetings.
- Attend the monthly den chief planning meeting for den leaders, assistant den leaders, and den chiefs.
- With the assistant Webelos den leader, meet with the Webelos den chief, and let him help plan Webelos den meetings and activities. Give him meaningful assignments.
- Provide worthwhile tasks for the Webelos denner so that he can assume some responsibility and gain satisfaction from his efforts.
- Use *Boys' Life* and *Scouting* magazines and the *Webelos Leader Guide* as resources for program ideas and information.
- Instill Scouting's spirit and moral values through personal example, ceremonies, and meaningful activities such as service projects.
- Promote the religious emblems program.
- Collect den dues and turn them in to the pack treasurer at the pack leaders' meeting. Keep accurate records of den dues and attendance.
- Encourage Webelos Scouts to advance. Maintain high advancement standards. Keep accurate advancement records and see that the boys are promptly recognized for their achievements.
- With the help of the Cubmaster, pack committee, and unit commissioner, determine one or more neighborhood Boy Scout troops into which Webelos Scouts may be graduated, and establish a good working relationship with those troops. Try to graduate every Webelos Scout into a troop.
- Work with the Scoutmaster and assistant Scoutmaster to plan and conduct meaningful joint activities.
- Work with the Cubmaster to see that impressive graduation ceremonies are conducted in the pack. Invite the Scoutmaster and troop leaders to take part.
- Ask qualified people, including adult family members, to serve as activity badge counselors.
- Encourage parents or guardians of Webelos Scouts to help plan and carry out overnight campouts and other outdoor activities. Work with the troop assistant Scoutmaster or Scoutmaster to arrange for the loan of troop equipment for joint Webelos den–troop activities.
- Help the den and the pack earn the National Summertime Pack Award.

- Have a plan to ensure that a leader is available for all Webelos den meetings and activities. Call on the assistant Webelos den leader to fill in, as needed.
- Participate in the annual pack program planning conference and the monthly pack leaders' meetings.
- Keep the Cubmaster and pack committee informed on the status and needs of the Webelos den.
- Support the policies of the BSA.

The responsibilities of the Webelos den leader can be summarized as follows:

- Work directly with other den and pack leaders to ensure that the den is an active and successful part of the pack.
- Plan, prepare for, and conduct den meetings with the assistant and den chief.
- Attend pack leaders' meetings.
- Lead the den at the pack meetings and activities.

Assistant Webelos Den Leader



Every Webelos den should have at least one assistant den leader.

Qualifications: Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Is able to perform the duties assigned by the Webelos den leader. Should be able to fill in for the Webelos den leader in case of an emergency. Recommended by the Cubmaster after consultation with the Webelos den leader and parents or guardians of the Webelos Scouts involved, and approved by the pack committee and chartered organization. Registered as an adult leader of the BSA.

Responsibilities: The assistant Webelos den leader's responsibilities are to

- Help the Webelos den leader as needed and carry out the duties assigned by the Webelos den leader. Be ready to fill in for the den leader in case of an emergency.
- Help establish and maintain a close working relationship with the Webelos den leader and Webelos den chief, functioning with them as a den leadership team.
- Help establish and maintain good relationships with neighborhood Boy Scout troops into which Webelos Scouts will graduate.
- Complete Webelos den leader Fast Start Training, position-specific Basic Leader Training, and Outdoor Leader Skills for Webelos Leaders. Attend monthly roundtables.
- Attend monthly pack meetings and help as needed.
- Take part in the annual pack program planning conference and monthly pack leaders' meetings.
- Attend the monthly den chief planning meeting for den leaders, assistant den leaders, and den chiefs.
- Support the policies of the BSA.

The assistant Webelos den leader shares the work of the Webelos den leader and may be called upon to handle various details of den operation.

Activity Badge Counselor

Qualifications: The activity badge counselor may be an adult family member of a Webelos Scout, a pack leader, a teacher, a coach, or another adult qualified to teach one or more activity badges to Webelos Scouts. This is usually a temporary position and is not a registered BSA position.

Responsibilities: The activity badge counselor's responsibilities are to

- Provide activity badge instruction at Webelos den meetings, as requested by the Webelos den leader. This could include, for instance, providing resources and instruction on model building, leading field trips, or providing instruction and help on collections and specimens, depending on the activity badge requirements. The service usually extends over three or four den meetings for each badge.
- Be familiar with the *Webelos Handbook* in presenting activity badge information and approving requirements.
- Help Webelos Scouts gain self-confidence in completing projects and in dealing with adults.
- Follow the Webelos den time schedule for activity badge instruction.
- Help recruit other activity badge counselors.

Cub Scout Den Chief



Qualifications: Be an older Boy Scout, Varsity Scout, or Venturer. Selected by the senior patrol leader and Scoutmaster, Varsity Scout Coach, or Venturing Advisor at the request of the Cubmaster. Approved by the Cubmaster and pack committee for recommendation to the den leader. Registered as a youth member of a troop, team, or crew.

Responsibilities: The Cub Scout den chief's responsibilities are to

- Know the purposes of Cub Scouting.
- Help Cub Scouts achieve the purposes of Cub Scouting.
- Serve as the activities assistant at den meetings.
- Set a good example through attitude and uniforming.
- Be a friend to the boys in the den.
- Help lead weekly den meetings.
- Help the den in its part of the monthly pack meeting.
- Know the importance of the monthly theme and pack meeting plans.
- Meet regularly with the den leader to review den and pack meeting plans. Meet as needed with adult members of the den, pack, and troop.
- Receive training from the den leader (and Cubmaster or assistant Cubmaster) and attend Den Chief Training.
- Encourage Cub Scouts to become Webelos Scouts when they are eligible.
- Help the denner and assistant denner to be leaders.

Webelos Den Chief



Qualifications: Be an older, experienced Boy Scout, Varsity Scout, or Venturer. Selected by the senior patrol leader and Scoutmaster, Varsity Scout Coach, or Venturing Advisor at the request of the Cubmaster or Webelos den leader. Preferably a former Cub Scout; ideally at least First Class rank. Approved by the Cubmaster and pack committee for recommendation to the Webelos den leader. Registered as a youth member of a troop, team, or crew.

Responsibilities: The Webelos den chief's responsibilities are to

- Know the purposes of Cub Scouting.
- Help Webelos Scouts achieve the purposes of Cub Scouting.
- Serve as the activities assistant at Webelos den meetings.
- Set a good example through attitude and uniforming.
- Be a friend to the boys in the Webelos den.
- Help lead weekly den meetings.
- Help the Webelos den in its part of the monthly pack meeting.
- Meet regularly with the Webelos den leader to review den meeting plans.
- Help Webelos den leaders as requested.
- Help Webelos Scouts in their work with activity badge counselors.
- Help the Webelos denner and assistant denner to be leaders.
- Receive training from the den leader (and Cubmaster or assistant Cubmaster) and attend Den Chief Training.
- Help with Webelos overnight campouts and other outdoor experiences.
- Help with joint Webelos Scout–Boy Scout activities.
- Keep in contact with the assistant Scoutmaster in the troop.
- Help the assistant Scoutmaster and Cubmaster plan graduation ceremonies for Webelos Scouts.

HOW LEADERS CAN HELP DEN CHIEFS

A den chief is an older Boy Scout, Varsity Scout, or Venturer, and is appointed to help direct the activities of a Cub Scout den.

A den chief needs to know what is expected to give the kind of leadership that helps adult leaders. An assistant Cubmaster or Cubmaster, along with the den leaders, is responsible for training and working with den chiefs. Coordinating with the Cubmaster, the Cub Scout den leaders and Webelos den leaders have many opportunities to help this junior leader with the regular on-the-job coaching and encouragement. Given a reasonable amount of responsibility, den chiefs are likely to develop into good leaders.

When a den chief is appointed to the den, the den leader should meet with the him to talk about Cub Scouting, the den, and what is expected of him. (See Chapter 24, "Program Planning.") Every den chief should have a copy of the *Den Chief Handbook,* which explains the duties and tells how the den chief can best work with Cub Scouts or Webelos Scouts. Some packs include this expense as part of the pack budget.

Another important step is Den Chief Training, which is a four-hour training event that the district or council conducts. Cub Scout and Webelos den chiefs and the Cubmaster and/or den leaders should attend together.

Den leaders should coordinate plans with their den chiefs once each month at the monthly den chief planning meeting (see Chapter 24, "Program Planning"). This meeting, conducted by the assistant Cubmaster, should be held soon after the pack leaders' meeting so that pack plans can be shared.

Carefully review the planned program and give the den chief assignments that he can easily understand and handle.

After each den meeting the den leader and assistant den leader should review with the den chief the plans for the next den meeting. The den chief should understand his assignments. He should be encouraged to become a resource and research person for new ideas for stunts, tricks, and puzzles.

A good den chief can be a great asset to a den's program. The den chief is close enough in age to the Cub Scouts to referee their games, show them how to do crafts, lead them in ceremonies, help with advancement requirements, and in general function as a real leader.

The Scoutmaster and Cubmaster should be sure that a den-chief understands his leadership role. Problems can occur when a den chief is not trained and does not understand his-leadership position. A den chief isn't there to play with the-Cub Scouts—the den chief is the den leader's activities assistant.

Help den chiefs to understand that you depend on them. Remember that den chiefs are busy, so don't expect more of them than they are able to give, and don't be disturbed if they are late to an occasional meeting or are forgetful. Den chiefs should feel that when you give them a job to do, you are confident that it will be done.

Remember that den chiefs are young, even though they are older than Cub Scouts and Webelos Scouts. Although they may do some things typical of their age, treat den chiefs like young adults and you will be pleased with the maturity they show. When you give den chiefs an assignment, help them succeed in doing the job. Offer assistance when needed, but don't do the job for them.

More Tips on Helping Den Chiefs

- Develop a friendly relationship of trust. Understand the den chief's limitations as well as his abilities.
- Treat den chiefs with respect.
- Be patient and help den chiefs learn the job.
- Provide the resources and materials den chiefs need to be successful.
- Take time to discuss den chiefs' ideas.
- Teach den chiefs how to obtain good behavior from Cub Scouts by leading, not pushing, the younger boys.
- Praise and show appreciation to den chiefs at den and pack meetings.
- Coach den chiefs in skills and matters that will help them be more effective.
- Let the Scoutmaster know when den chiefs are doing a good job.

TROOP WEBELOS RESOURCE PERSON

The troop Webelos resource person is an adult leader in the Boy Scout troop who may have personal knowledge about areas that would assist with work in Webelos activity badges. This leader may become a valuable resource person to the Webelos den leaders as he or she may know people, skills, and other resources related to the badges. The Webelos resource person is appointed by the Boy Scout troop to serve as the liaison between the troop and Webelos dens.

Qualifications: Be a registered adult in the troop, usually the assistant Scoutmaster for new Scouts. May have personal knowledge in teaching Boy Scouting skills, but equally importantly, should know where to secure resource people to help with Webelos activity badges and other projects. Is appointed by the Boy Scout troop to serve as the liaison between the troop and Webelos den or dens.

Responsibilities: The troop Webelos resource person's responsibilities are to

- Work closely with the Webelos den leader to use the supportive talents, equipment, and know-how of the troop to help prepare Webelos Scouts and their families for a good Boy Scouting experience.
- Help schedule joint activities each quarter for Webelos dens (or packs) and Boy Scout troops.
- Help recruit, train, and inspire a qualified Webelos den chief.
- Help plan and conduct joint activities.
- Arrange for the loan of troop equipment for Webelos overnight campouts, as needed.
- Occasionally attend Webelos den meetings, particularly those that involve work or planning related to Boy Scouting.
- Work with the Webelos den leader to ensure exciting graduation ceremonies.
- Help recruit activity badge counselors.
- Help establish and maintain a good working relationship between the troop and pack.
- Help ensure the smooth transition of Webelos Scouts into the Boy Scout troop.

PROGRAM PLANNING

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PROGRAM PLANNING

Program planning should be an important concern of all den and pack leaders. Successful program planning involves good leadership and exciting program activities. The adult leaders furnish the leadership, and the resources—such as *Cub Scout Program Helps,* the *Webelos Leader Guide,* the *Cub Scout Leader How-To Book,* and *Scouting* and *Boys' Life* magazines—furnish the program ideas.

In planning a Cub Scout program or activity, remember:
KISMIF—Keep It Simple, Make It Fun!

A high-quality program should

- Be fun and exciting for the boys
- Achieve the purposes of Cub Scouting

To make sure that all den and pack leaders are familiar with the purposes of Cub Scouting, review them periodically at your pack leaders' meetings (see page 2-1). With these purposes as a foundation, you should be able to plan and conduct a meaningful program of activities—providing that you also remember to make the activities fun for the boys.

The Purposes of Cub Scouting

1. Character Development
2. Spiritual Growth
3. Good Citizenship
4. Sportsmanship and Fitness
5. Family Understanding
6. Respectful Relationships
7. Personal Achievement
8. Friendly Service
9. Fun and Adventure
10. Preparation for Boy Scouts

Presenting a program that fits the purposes of Cub Scouting could affect an individual boy by

- Encouraging him to play by the rules; the boy learns sportsmanship.
- Teaching him to take turns; the boy learns respectful relationships.
- Helping him make something useful; the boy learns personal achievement.

Leaders should remember that their prime objective is to deliver high-quality Cub Scouting to each boy. A well-rounded, year-long program could contain activities that meet the needs and desires of each boy—the sports-minded boy, the outdoorsman, the arts enthusiast, or the avid reader.

Planning provides direction for the program, a sense of satisfaction for those participating, and a feeling of accomplishment in seeing boys grow in knowledge, skills, and expanded interests. Planning also helps make the best use of the time and resources available.

Refer to the Centennial Quality Unit Award Commitment, No. 14-190, to help you plan a quality program for your pack.

Ten Elements of Planning

When planning the Cub Scouting program, include the following 10 elements:

1. **Objective.** Program activities should meet the purposes of Cub Scouting and provide opportunities for physical, spiritual, mental/emotional, and social growth.
2. **Theme.** The monthly theme gives a focal point to the activities and provides continuity from meeting to meeting.
3. **Fun.** Cub Scouting must be fun, not only for the boys, but for the whole family. If the program is fun, boys will continue to attend.
4. **Variety**. A variety of activities is used to achieve the purposes of Cub Scouting. Include games, crafts, skits, songs, stunts, ceremonies, trips, and outdoor activities for a well-rounded program.
5. **Action.** Activities that require action and participation help boys enjoy the experience. Boys need to *do* and not just watch.
6. **Boy Appeal.** Plan activities that are appropriate for Cub Scout–age boys, such as those that include action, noise, hammering, sawing, playacting, experimenting, mystery, and excitement.
7. **Family Appeal.** Cub Scouting is a family program, with families working and playing together. Activities should help strengthen and enrich families.
8. **Achievement.** Boys need recognition so that they will feel a sense of achievement while they are having fun.
9. **Resources.** Make good use of all people, facilities, materials, and equipment available. Use the talents and skills of leaders, families, boys, and neighborhood friends.
10. **Flexibility.** Have a backup plan for unexpected changes or surprises. Be prepared to change the program for special circumstances that affect the local community or area.

USING THE MONTHLY THEMES

The secret of good planning for Cub Scout activities is the wise use of monthly themes. A theme is simply an emphasis around which den and pack leaders may plan activities for the Tiger Cub, Wolf, and Bear den members to do at den and pack meetings.

The theme simplifies the planning of den and pack meetings by

- giving the dens a focus around which activities and projects during the month can be planned,
- bringing dens together at the pack meeting with activities related to a single theme.

The monthly theme adds to the fun and adventure by providing a different kind of experience for each month of the year. Themes help steer boys toward new interests and hobbies that they might not otherwise discover for themselves.

The theme is a framework on which den activities are built. Once the theme is selected, the den leadership team uses that theme to plan the den meetings for the month. The actual activities can vary from den to den. There should be plenty of room for the den leadership team to maneuver within the theme plan.

The theme provides opportunities for friendly competition among dens. Boys and their families are eager to see how other dens have developed the theme. Den loyalty and spirit are strengthened as a result.

Note that Webelos dens don't use the pack's monthly theme. Instead, Webelos Scouts work on different activity badge areas each month.

Selecting a Theme

Packs aren't obligated to use the recommended themes although there are many benefits to using them. These themes are selected and planned to appeal to boys and to offer opportunities for you to achieve the purposes of Cub Scouting. They are the subjects that will have the most program support material.

- *Cub Scout Program Helps* suggests 12 monthly themes suitable for Tiger Cubs and Wolf and Bear Cub Scouts and provides age-appropriate program ideas for these themes.
- *Boys' Life* magazine features program ideas each month on the recommended theme.
- Monthly roundtable meetings provide program ideas on each theme.

The Cub Scout program is flexible, and if another theme better suits your locale, your pack might want to use a theme other than the recommended one. When selecting the theme for the month, remember that the theme should

- have strong appeal for Cub Scout–age boys,
- be a broad enough subject that a variety of activities can be planned with few limitations,
- instill the deep, more lasting values of Cub Scouting.

Selecting Theme Activities

Here are some guidelines for selecting activities and projects related to the monthly theme:

- Each activity should have a definite objective in harmony with the purposes and policies of Cub Scouting.
- Each activity should contribute to developing and maintaining strong home and family relationships.
- Each activity should be simple and within the abilities and interests of Cub Scouts and their families.
- Activities should be planned for the pack and usually should not involve more than one pack. (See Chapter 29, "Den and Pack Activities.") (Note that the Cubmaster and pack committee, together with Cub Scout families, are responsible for activities that involve the entire pack.)

See Chapter 19, "The Tiger Cub Program," and Chapter 20, "The Wolf and Bear Programs," for specific information on using the monthly theme in den meetings.

PROGRAM PLANNING STEPS

The pack committee is responsible for ensuring that the pack operates a quality, year-round program. The quality of the program will depend largely on the pack committee supporting the Cubmaster and the den leaders as needed.

Cub Scout program planning involves three main steps:

1. Conducting an annual pack program planning conference
2. Conducting monthly pack leaders' planning meetings
3. Conducting monthly den chief planning meetings

1—Annual Pack Program Planning Conference

What? The annual pack program planning conference is a meeting of all pack leaders designed to establish the year's program. The planning is based on 12 monthly themes, the Webelos activity badges, and the special pack activities, which are all tailored to the pack's needs.

Who? The pack committee chair and Cubmaster are jointly responsible for seeing that this meeting occurs. The pack committee chair conducts the meeting. All den and pack leaders, den chiefs, and interested parents or guardians attend. The unit commissioner also should be invited.

When? The conference is usually held in July or August for planning of the program year that begins in September.

Why? Advance preparation ensures a well-rounded program of fun, variety, action, and purpose. A program planned 12 months in advance allows leaders to look ahead to future activities and gather ideas and resources.

Preparing for the Conference

Certain steps should be taken before the conference. If leaders gather pertinent information from the boys in their dens and from leaders of a nearby troop, then they can come to the conference well-prepared to plan the program year. The following steps can be helpful:

1. Each Tiger Cub den leader, Wolf and Bear den leader, and Webelos den leader determines the likes and dislikes of the den. What events did boys enjoy the most during the previous year? What would they like to do during the coming year?

2. The Webelos den leaders meet with an assistant Scoutmaster, assistant Webelos den leaders, and others to lay out an annual plan for the Webelos dens. This plan should include joint Webelos den–troop activities as well as Webelos overnight campouts, day hikes, or other troop-den activities.

3. The Wolf and Bear den leaders meet with the den chiefs, assistant den leaders, and parents or guardians to outline an annual plan for the Wolf and Bear den programs.

4. If Tiger Cub dens were formed during the summer, the Tiger Cub den leaders and adult partners outline an annual plan for the Tiger Cub den. This plan should reflect a program of shared leadership, which was scheduled at the parent orientation or den adults' meeting.

5. Tiger Cub, Wolf, and Bear den leaders are provided with a copy of *Cub Scout Program Helps* for review before the conference. Webelos den leaders are given the *Webelos Leader Guide.*

6. All leaders should review the requirements for the National Summertime Pack Award (see page 32-4) and the Centennial Quality Unit Award (see page 32-4).

   The pack should incorporate into their annual plan the necessary elements for earning both of these awards.

7. All leaders should become thoroughly familiar with the program planning aids available and the suggestions they offer on the recommended themes and activity badges.

8. Ask your unit commissioner or district executive for a copy of the district and council calendar for the coming year so that dates can be included in the pack's calendar.

How to Conduct the Conference

1. Provide each leader with a copy of the Cub Scout Leader Program Notebook (No. 26-001). Post the Pack Program Planning Chart (No. 26-004B) on the wall or use the one from the insert section of *Cub Scout Program Helps.*

2. Briefly review the purposes of Cub Scouting so they will be on the minds of leaders as planning is done.

3. Evaluate past themes, Webelos activity badge areas, and special activities. Discuss strong and weak points. Decide which activities, if any, will be repeated during the coming year.

4. Review the recommended monthly themes and Webelos activity badges found in *Cub Scout Program Helps* and the *Webelos Leader Guide.* Decide on the themes and activity badges to be used for the next 12 months. Remember that program resources and support are available on the recommended themes through the current Cub Scout literature and monthly roundtable meetings.

5. List the selected themes and activity badges on the Pack Program Planning Chart. List three or four ideas under each theme and activity badge to help leaders develop den meeting programs.

6. Plan special activities as needed throughout the year to meet requirements for the National Summertime Pack Award and the Centennial Quality Unit Award.

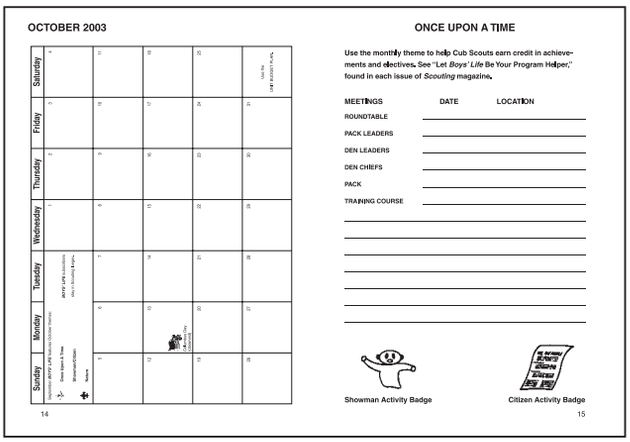
7. Share the load. Appoint special committees as needed for each monthly theme and special event to manage program, decorations, physical arrangements, food, and other required tasks. See *Cub Scout Program Helps* for suggested special committee responsibilities for each monthly theme. The committee chairs may be members of the pack committee or qualified parents or other adults. Try to assign every parent or guardian to at least one special committee.

8. Identify activity badge counselors. These might include pack family members or leaders in attendance, plus other adults with skills that relate to activity badges.

9. List the pertinent information on the Pack Program Planning Chart:

   - Pack overnighters
   - Any special activities
   - Names of key resource people
   - Dates of pack meetings
   - Dates of pack leaders' meetings
   - District and council activities and training events
   - Joint pack-troop activities
   - Pack overnighters
   - Webelos den–troop activities
   - Webelos overnight campouts or day hikes
   - Uniform inspections (at least four times during the year)

10. Leaders can note information on activities and dates in their copies of the Cub Scout Leader Program Notebook.



11. Assign dens on a rotating basis for setup, cleanup, opening and closing ceremonies, refreshments, etc., for the pack meetings.

12. Build enthusiasm and interest among leaders and families. Enthusiasm is essential. Without it, the program might fail. Everyone must be supportive of the themes and activities selected for the pack.

13. After program plans have been outlined for the next 12 months, identify dens with leadership vacancies and make plans to select leadership to fill these positions.

14. Make plans to recruit new Cub Scouts.

15. Thank everyone for their help. Enjoy a period of fellowship and refreshments.

End Result

The annual pack program planning conference is important because it

- builds interest among leaders through anticipation of programs to come,
- creates pride and ownership in the plans because everyone attending helps plan and develop the program,
- results in a 12-month program plan and provides leadership to implement the plan,
- ensures a quality, well-balanced, fun-filled program for the boys.

2—Monthly Pack Leaders' Planning Meeting

What? At the monthly pack leaders' planning meeting, leaders will

- finalize plans for the current month's pack meeting,
- plan the details of the next den and pack meetings, and
- plan in detail one of the themes already established at the annual pack program planning conference.

Who? All adult den and pack leaders attend this planning meeting; den chiefs do not attend. The pack committee chair leads it. The unit commissioner may also be invited to attend periodically.

When? This meeting should be held about one to two weeks before the current month's pack meeting and at least five weeks before the next month's pack meeting.

Where? The meeting may be held in a private home or at the chartered organization's meeting place. The atmosphere should be informal and friendly.

How? There are five parts to a pack leaders' planning meeting that will help leaders discuss the needed information.

Parts of a Pack Leaders' Meeting

1. Evaluating the previous month
2. Finalizing the current month
3. Planning ahead
4. Unit Leadership Enhancements
5. Social time and fellowship

Part 1: Evaluating the Previous Month

- The pack committee chair calls the meeting to order.
- The Cubmaster reviews the previous month's den and pack meeting activities and asks for comments and suggestions. This evaluation will help with planning for the upcoming month.

Part 2: Finalizing the Current Month

- The Cubmaster confirms assignments for the current month's pack meeting.
- Special committees report on plans for the current month's pack meeting or special event.
- Den leaders turn in den advancement reports to the person responsible for obtaining awards for the next pack meeting.
- Den leaders turn over den dues to the pack treasurer and receive a receipt.

Part 3: Planning Ahead

- The pack committee chair leads a general discussion about the upcoming month's den and pack meetings.
- The Cubmaster comments on next month's theme and activity badges and confirms assignments concerning den participation in next month's pack meeting.
- Special committees report on plans for the upcoming pack meeting or special events for the upcoming month.
- Den leaders report on their den meeting plans for the upcoming month.
- Activity badge counselors report on projects planned for next month's activity badges.
- The pack committee chair reports on pack needs, problems, and progress.
- The pack committee completes plans such as organization of new dens, pack-troop relations, financial matters, improving family participation, etc.

Part 4: Unit Leadership Enhancements

As part of the regular new business items at one or more monthly pack leaders' meetings, include one of the Unit Leadership Enhancement topics. See Chapter 28, "Unit Leader Enhancements," for detailed information on these short, informative training sessions for pack leaders.

Part 5: Social Time and Fellowship

At the end of the pack leaders' meeting, allow time for leaders to enjoy refreshments and fellowship. (Anyone who needs to leave, however, should feel free to do so.)

End Result

Holding regular, well-planned monthly pack leaders' meetings

- Saves leaders time. Instead of extra phoning, meeting at the last minute, and struggling to sort out details, one meeting a month takes care of many needed details at one time.
- Encourages teamwork and is an efficient way to pool talent. When all leaders are brought together regularly, abilities and talents can be exchanged in a way that could not otherwise be achieved.
- Provides in-service training with new ideas for all leaders. Time is available for leaders to share problems and learn new techniques.
- Makes the pack strong and healthy by involving the leaders in the plans and using their help to implement the program.

3—Monthly Den Chief Planning Meeting

What? Monthly planning meetings are held for den chiefs and their den leaders and assistant den leaders to share information on den and pack plans, make assignments, and coach the den chief in skills.

Who? This meeting is conducted by the assistant Cubmaster for the Wolf, Bear, and Webelos den leaders, assistant den leaders, and den chiefs.

When? The meeting should be held just before the start of a new month, after the pack leaders' meeting.

Where? The meeting is held usually at the chartered organization's meeting place or at the home of the assistant Cubmaster or one of the den leaders.

Information to Be Covered

- Make plans for next month's den meetings and pack meeting. Ask the den chiefs for ideas.

- Give assignments to the den chiefs so that they will feel like an important part of the den leadership team.
- Hand out copies of the Cub Scout Den Meeting Program or Webelos Den Meeting Program worksheet (see pages 34-14 and 34-15) for each meeting so that den chiefs will know what is happening and are reminded of their responsibilities.
- Coach den chiefs in skills and activities.
- Answer any questions.

During this meeting, den leaders and assistant den leaders have an opportunity to meet with their den chiefs to plan the weekly den meetings. To be effective, den chiefs need to be informed. They should know what is expected of them and how they can help the den leader. Give them an opportunity to ask questions and discuss problems. Include some fun and refreshments. Don't expect den chiefs to succeed without adult help. For more information on a den chief's responsibilities, see Chapter 23, "Leadership."

In addition to this monthly meeting, the den leader and assistant den leader should meet with den chiefs after each den meeting to confirm assignments for the next week's meeting and provide help as needed.

End Result

Regular planning meetings held by the assistant Cubmaster, with the den leaders, assistant den leaders, and den chiefs, will result in the following:

- Well-informed and involved junior leaders
- Den chiefs trained in leading activities
- Stronger, more effective den leadership teams

THE PACK MEETING

The pack meeting provides an opportunity for boys to have recognition, attention, and applause. It provides a purpose for their den meetings. The boys and leaders know that each month there will be a grand climax for all they are doing in the den. The pack meeting builds interest throughout the month and gives boys a definite target and deadline. It gives them a larger experience beyond their own den.

The pack meeting is one of the best opportunities to interest and involve families. A well-attended pack meeting shows families that they belong to a successful organization. It helps build active and enthusiastic family involvement, which is vital to the success of Cub Scouting.

A well-planned pack meeting is important because it can

- give den members an objective to work toward and a place to acknowledge their work,
- build enthusiasm with boys and families as they meet together in one pack,
- provide the best means of developing family participation and cooperation,
- help boys feel that they belong to something larger than their own dens,
- provide a regular opportunity for advancement ceremonies and other recognitions.

Who Is Responsible?

The Cubmaster is responsible for leading the pack meeting, and he or she plans and conducts it with the help of other leaders. All dens share the responsibility by doing their assigned parts.

The den leader, assistant den leader, and den chief are in charge of the dens during pack meetings. The den leader acts as host or hostess for den families.

The Cubmaster's challenge is to conduct a brisk, fast-moving meeting that will hold the interest of both boys and family members. The secret to a good pack meeting is careful planning, which includes a balance of seriousness and fun, the involvement of many people, and a lively pace. When it's over, the families should feel good about attending the meeting. The meeting should be fun for everyone involved.

Who Attends Pack Meetings?

Cub Scouting is a family program and pack meetings are for families—boys, parents or guardians, brothers, sisters, and other family members—as well as all den and pack leaders and den chiefs. The unit commissioner should be invited to attend. When pack meetings include Webelos graduation ceremonies, the Scoutmaster and troop junior leaders should be invited to attend and take part in the ceremonies. The Cubmaster and pack committee are responsible for inviting other special guests to pack meetings.

Den leaders are responsible for seeing that den families know about the pack meeting and encouraging them to attend. Some packs send out a monthly newsletter with an announcement about the pack meeting activities, along with other information.

Pack Meeting Place

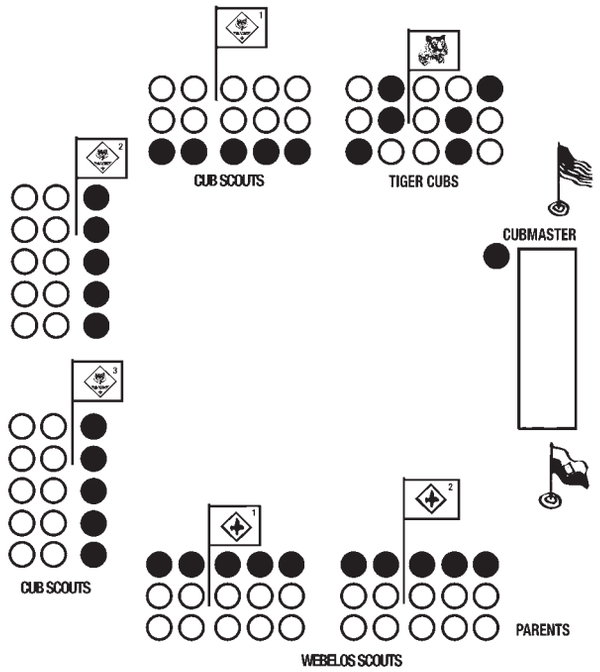
Pack meetings are usually held at the chartered organization's facility or a place provided by the organization. The pack committee should work with the chartered organization

to find a suitable meeting place. Some school districts are glad to help Cub Scout packs, and the facilities that schools offer are usually adequate. Also check with community or recreational facilities in your area.

Because families attend pack meetings, the room should be large, with movable chairs if possible. There should be space for exhibits of den projects and a place where boys can perform den skits and stunts.

Pack meetings are generally held in the same place and at the same time each month, except when they involve outdoor activities. Blue and gold banquets may also require a different meeting place or date.

The meeting place should be free of hazards. The pack committee should use the Meeting Place Inspection Checklist to ensure meeting room safety (see page 34-43).



Most packs arrange chairs in a semicircle or open square (see illustration). Each den has its own section of chairs for boys and their family members. Tiger Cubs sit with their adult partners. Family members of Wolf, Bear, and Webelos Scouts are seated behind their boys.

It's a good idea to have den number signs posted to mark each den section so that den families will sit together as they arrive. As the den members arrive, the den flags can then be used to mark the sections. This helps develop den spirit and gives den families a chance to become better acquainted. Pack committee members may sit with the den of their Cub Scout.

Den Exhibits

Each den should have a table on which to display items boys made during the month. Den exhibits should be located where people will walk by them naturally and view each display. It's disappointing if no one pays attention to a boy's efforts. There should be enough space around each of the tables for demonstrations of the exhibits, and each table should be identified with a den number.

The den leader does not take full responsibility for collecting the exhibit, getting it to the pack meeting, and setting it up. Each family can be asked to see that their boy brings his own items. The den chief or denner can help set up the exhibit.

Arrange the projects on exhibit tables in an orderly fashion, with each item separated from the others and labeled with the boy's name. Items can include theme projects, activity badge projects, and advancement projects. Den leaders will also want to display den advancement charts and den doodles.

Pack Meeting Date and Time

Pack meetings are held once a month—near the end of the month, as they are a culmination of the month's den meetings. A regularly scheduled pack meeting day (such as the fourth Tuesday or Thursday) will result in better attendance.

Pack meetings should not be scheduled on the same night as the roundtable, other meetings, or community activities.

Most packs schedule pack meetings for the early evening because this is usually a time that the entire family can attend. The meeting should be fairly short so that the boys can get home and to bed at their usual times. Most pack meetings last no more than an hour and a half.

All pack families should be informed about the regular pack meeting date and reminded periodically so that they will be able to attend.

If, by chance, many boys in the pack are involved in other activities, such as sports, that conflict with the regular pack meeting day at certain times of the year, make every effort to adjust meeting times or dates to meet their needs. It is better to give boys the opportunity to do both rather than require them to make a choice. If necessary, set the meeting time 30 minutes later than usual and encourage boys to come, even if they need to wear sports uniforms to a couple of pack meetings.

Pack Meeting Planning Tips

There are no hard-and-fast rules for planning and conducting pack meetings. Each meeting must be planned individually, keeping in mind the business items that need to be covered, which ceremonies are to be held, and what is necessary for balance in the way of games, songs, and other fun.

A written plan is important. Use the Pack Meeting Planning Sheet (see page 34-37) when developing the written plan at the pack leaders' meeting. Provide each person on the program with a written agenda, showing what happens when, how much time is available, and who is responsible for each item.

One of the most important things to remember when planning pack meetings is to make good use of all available resources. Use *Cub Scout Program Helps,* the *Webelos Leader Guide,* and other Cub Scouting literature. Monthly roundtable meetings will also provide ideas for pack meetings that relate to the monthly theme.

ELEMENTS OF A GOOD PACK MEETING

- The meeting lasts no longer than an hour and a half.
- It includes the 10 elements of planning found on page 24-2.
- It is conducted by the Cubmaster, with responsibilities delegated to other leaders.
- A welcoming committee is on hand to greet people as they arrive.
- A good seating arrangement is provided.
- Den exhibits and displays are in full view.
- All equipment and materials are on hand before the meeting begins.
- Tiger Cubs, Wolf and Bear Cub Scouts, Webelos Scouts, and leaders are dressed in clean, neat uniforms with proper insignia.
- A detailed, well-planned, written program is conducted without delays. Copies of the agenda are handed out to all people on the program.
- The meeting is orderly; it opens and closes on time.
- The meeting is planned such that it serves as a climax to den preparation and includes every den participating in some way.
- Impressive recognition, advancement, and graduation ceremonies are included.
- Advancement awards are presented to parents or guardians, adult partners, or other family members who in turn present them to the boys.
- Families are involved in the meeting's activities, such as games, songs, and stunts.
- Announcements and speeches are not excessively long.
- The meeting place is safe, clean, and large enough.

The Cubmaster should maintain a safe environment, both physically and emotionally, at the pack meeting. Consider safety issues, age-appropriateness, and positive place guidelines when planning songs, skits, stunts, applauses, and ceremonies.

SEVEN PARTS OF A PACK MEETING

The Seven Parts of a Pack Meeting

1. Before the Meeting
2. Gathering
3. Opening
4. Program
5. Recognition
6. Closing
7. After the Meeting

1—Before the Meeting

The following items require attention before the pack meeting begins:

Room Arrangement

- Check to see that doors are unlocked, lights are working, restrooms are open, and ventilation is good.
- Prepare the room setup. Put the chairs in place, with the dens marked in sections.
- Properly display the U.S. and pack flags.
- Prepare an awards table for awards and recognitions. Set up and mark den tables for den exhibits and demonstrations.

Materials and Equipment

- Prepare badges, pins, and other awards for presentation.
- Be ready with the equipment and materials for the preopening activity.
- Set up equipment and props for ceremonies.
- Be prepared with equipment and prizes for games.
- Provide a written agenda for everyone who is on the program.

2—Gathering

As people usually don't arrive at meetings all at one time, it can take 15 to 20 minutes for a den to gather. At the pack meeting, this gathering time is planned with interesting things for boys and families to do. This is important not only from the standpoint of making good use of time, but it helps prevent confusion and noise. At this time, den leaders often meet briefly with their dens to cover last-minute details of their part in the pack meeting.

Greeters. Leaders or dens could welcome people as they arrive. Den leaders act as den hosts or hostesses in welcoming den families and making them feel at ease. They introduce new people and see that everyone knows where to sit. They encourage family members to browse the exhibits.

Den Exhibits. Tables are set up for den exhibits and demonstrations. They are usually marked with individual den numbers or names. As Tiger Cubs, Wolf and Bear Cub Scouts, and Webelos Scouts arrive at the pack meeting, they take their exhibits to the den chief, assistant den leader, or whoever is setting up the exhibit table.

Preopening Activity. A preopening game, stunt, or trick helps people feel welcome and keeps the boys occupied until the meeting begins. See *Cub Scout Program Helps,* the *Den Chief Handbook,* the *Cub Scout Leader How-To Book, Group Meeting Sparklers,* and *Boys' Life* magazine for ideas on preopening activities.

3—Opening

Opening Ceremony. The Cubmaster or other pack leader can lead the opening ceremony, or a den may be assigned this responsibility. It could include a patriotic song or the Pledge of Allegiance, or it could be a ceremony related to the monthly theme. A brief prayer may also be included; however, *be sensitive to the diverse religious beliefs that may be represented in your pack.* See *Cub Scout Program Helps* and *Cub Scout Ceremonies for Dens and Packs* for ideas. The monthly roundtable is also a resource for opening ceremonies.

Song. If a song isn't used in the opening, now is a good time for a Cub Scout song. Ask everyone to stand. Be sure that everyone knows the song; hand out copies of the words or display the words on a whiteboard or large piece of paper.

Welcome and Introductions. The Cubmaster introduces and recognizes visitors and makes them feel welcome. This would include new families, the head of the chartered organization, the unit commissioner, a Scoutmaster, or other visitors. Pack leaders can also be introduced at this time.

4—Program

Audience Participation Stunt. An icebreaker or stunt will help get the meeting into high gear. Involve the entire audience. The Cubmaster can lead this stunt, or the responsibility may be assigned to another leader or a parent or guardian.

Den Stunts and Skits. Stunts and skits are usually related to the monthly theme. Boys will have been preparing for this activity during the month, so families will have a hint of what's to come. All den contributions to the pack meeting should be pre-screened by the Cubmaster for appropriateness prior to the pack meeting.

Webelos Den Demonstrations. Each Webelos den demonstrates things they learned during the month for their activity badge area. Be sure that the demonstrations are conducted where everyone can see and hear.

Games. Games provide most of the action in pack meetings. Relay races between dens, parent-son competitions, or skill competitions make ideal activities for pack meetings. Boys usually enjoy games in which their family members participate. If desired, award simple homemade prizes to winners.

5—Recognition

Awards and recognitions that are presented in pack meetings are important. Each one represents a great amount of time and effort on the part of the boys, family, and leaders and should be presented in a special ceremony. The presentation should be worthy of the award and the work that went into it.

Boy Recognition. At most pack meetings there will be Bobcat, Tiger Cub, Wolf, Bear, and Webelos badges; Arrow Points and Tiger Track beads; Webelos activity badges; and compass points to be presented. At some pack meetings there may be new-family inductions, Arrow of Light Award presentations, transitions to the next program level, graduations into a Boy Scout troop, and other recognitions for boys and families.

It is important that the boy's family take part in the recognition ceremony. *Don't take for granted that family members will attend; alert them several days in advance.* A parent or guardian, adult partner, or other family member should be called forward with the boy and receives the recognition to then give to the boy.

Leader Recognition. Recognize leaders who have earned training awards or who have done something special for their den or the pack. This could include recognition of leaders who received religious emblems or community awards. This is also a chance to recognize family members who have made significant contributions to the pack. Recognitions could be certificates or informal homemade items that are appropriate for the occasion.

Attendance Award. Many packs give an attendance award to the den having the best family attendance at each pack meeting. Some use the parent attendance ribbon; others use a simple trophy such as a "Cubby" or other type of award (see page 5-3). This is an incentive for other dens to get their adult family members to attend the pack meeting.

6—Closing

Announcements. These should be brief, to the point, and written out, if possible; don't give any long, drawn-out talks. Mention any special events or activities, the theme for the next month, and the date of the next pack meeting.

Closing Ceremony. A den can be assigned the responsibility of a closing ceremony, or the Cubmaster can give a Cubmaster's Minute or other inspirational closing thought. Whatever type of closing is used, it should be short and meaningful.

7—After the Meeting

Refreshments. Many packs like to serve refreshments, which can be furnished by a special committee or brought by assigned dens.

Cleanup. It is important that sufficient help be recruited to put the meeting room back in order. Scouts always leave a place looking as good or better than they found it.

In Summary

The outline above describes a typical pack meeting, but don't be afraid to vary from this pattern. Adapt your plans for the meeting as needed so that you cover what you want to. You'll find that most things will fit into the seven-part pattern.

One of the best ways for a new Cubmaster to learn what to do and what not to do at a pack meeting is to attend another pack's meeting and observe. Your unit commissioner or district executive can help make arrangements for visiting other packs.

THE PACK ADULTS' MEETING

Cubmasters and other pack leaders welcome ways to guide families so their boys will get the best Cub Scouting has to offer. In most packs, an annual adults' meeting is held, usually in the fall after a Rally Night for Cub Scouting, to discuss family responsibilities and the pack's plans for the future. By this time, any new families will have received the basic information, and this meeting can be devoted to dealing with specific pack needs. This can be a meeting for adults only, or it can be incorporated as a part of the September or October pack meeting as a special adult part of the program.

The suggested agenda that follows is for a pack adults' meeting held in conjunction with a regular pack meeting and can be tailored to fit your own pack's needs. If a lot of business needs to be covered, it would be best to hold the adults' meeting on a different night from the regular pack meeting.

The Cubmaster plans and conducts the adults' meeting with the help of the pack trainer and pack committee. Other leaders may also be involved. The unit commissioner and chartered organization representative could also be invited.

Before the Meeting

- Set up tables and chairs as needed.
- Set up exhibits of den projects.
- Have all materials and equipment ready.

Gathering Period

- A welcoming committee greets the pack families as they arrive.
- Register attendance and distribute name tags.
- Hold a preopening activity or game.

Main Part of the Meeting

1. Opening (about 5 minutes)

- Lead the Pledge of Allegiance or another opening ceremony.
- Welcome everyone and make introductions.
- Lead a song.

If boys are attending, an assistant Cubmaster or other adults and den chiefs take the boys into another room or outdoors for planned games and activities.

2. Adults' Meeting (about 30 minutes)

- If parents or guardians haven't seen it during an earlier orientation or meeting, show the video *Cub Scout Orientation* (No. AV-01V012).
- Briefly review family responsibilities.
- Review the pack plans for the year (themes, special activities, and projects decided on at the annual pack planning conference).
- Discuss leadership needs.
  - — Discuss plans for the selection of den and pack leaders, as needed, if there are still vacancies after the Rally Night for Cub Scouting.
  - — Make adults aware of any leadership needed for special pack activities for the year.

- The chartered organization representative briefly discusses how the chartered organization will help the pack.
- Discuss other pack needs and ways that families can help (budget, dues, uniforms, equipment, etc.).
- Hold a question-and-answer session.

3. **Joint Meeting (about 30 minutes)**
   The boys return and join the group. Spend the remaining time with regular pack meeting activities, such as advancement ceremonies, games, and skits.

4. **Closing (3 to 5 minutes)**
   - Make announcements.
   - Conduct a closing ceremony or give a brief inspirational closing thought.

5. **After the Meeting**
   - Enjoy refreshments and fellowship.
   - Clean up the meeting place.

EVALUATING THE DEN AND PACK PROGRAMS

Leading den or pack activities is rather like the tip of the iceberg—the smaller part that we can see. The larger part, beneath the surface, is not apparent to the casual observer, but without it the activity would collapse. This larger, invisible part is what happens before and after a den or pack activity.

What happens before is *planning*, which includes deciding and checking on details such as the time, date, and place of an event or activity. It includes deciding what type of activity is suitable for the occasion and fits the need. It includes making all the necessary arrangements to cover all possibilities and emergencies.

What happens after a den or pack activity is *evaluation*: discussing the activity with other leaders and family members, thinking about it yourself, and deciding where the program was strong and where it was weak. Evaluation is an important step in planning future meetings and activities.

To make sure that your pack is meeting its program objectives, evaluate meetings and activities at a pack leaders' meeting every third or fourth month.

General Evaluation Principles

- Does the meeting or activity satisfy the boys who took part in it? Did they enjoy it?
- Does it include all 10 elements of planning mentioned above?
- Are we meeting each one of Cub Scouting's purposes?
- Does it help strengthen the den or pack?
- Does it help strengthen families?

Careful planning results in a good program, and thorough evaluation results in a better program.

Evaluating From the Boys' Point of View

- Do the boys have a good time at den meetings?
- Do all of them take part in the activities?
- Does each boy get to do something he enjoys?
- Do they all look forward to attending every meeting?
- Do they feel they are accomplishing something?
- Are they learning about things in which they are avidly interested?
- Is there continuity from one meeting to the next?
- Are they introduced to new ideas and interests?
- Are they given a chance to talk about their likes and dislikes? Do you listen?
- Do they have a real share in the planning?
- Are they free to make choices?
- Are they allowed to make suggestions?
- Are they given responsibility for doing things in the den and pack?
- Do all boys have a part in the monthly pack meeting?
- Does being in Cub Scouting help satisfy each boy's desire to be useful and helpful to others?
- Is the Cub Scout Promise a part of the boys' way of life? Do they know what it means and try to live by it?
- Are they encouraged to help at home?
- Do they gain a better idea of community organizations, activities, and facilities and their proper use?

Evaluating Program

- Are the Tiger Cubs, Wolf and Bear Cub Scouts, Webelos Scouts, and families all having fun?
- Are the purposes of Cub Scouting being realized in your pack?
- Do parents, guardians, and other family members take part in pack meetings, outings, and special activities?
- Does your pack have an effective Webelos-to-Scout transition plan?
- Does your pack carry out at least one service project for your chartered organization or community each year?
- Do the den meetings prepare each den for the monthly pack meeting?
- Does your pack earn the National Summertime Pack Award and/or the Centennial Quality Unit Award?
- Do all families in the pack receive *Boys' Life* magazine?
- Does your pack participate in your district or council day camp and/or resident camp?
- Does your pack conduct at least one organized pack overnighter?
- Do your dens earn the National Den Award?
- Does your pack have an annual program planning conference?
- Do you hold regular pack leaders' meetings?
- Do den leaders meet regularly with den chiefs?

Evaluating Leadership

- Does your pack have a pack trainer?
- Are all pack leaders trained in their positions?
- Do leaders participate in monthly roundtables?
- Are all leaders working toward recognition awards?
- Is your pack administered by the pack committee? Do leaders share all work?
- Is every Tiger Cub den working under the concept of shared leadership, with each adult partner taking a turn helping the den leader plan the Tiger Cub den program?
- Does every Wolf, Bear, and Webelos den have a den chief?
- Are Wolf, Bear, and Webelos den activities directed primarily by den leaders and den chiefs?
- Does your pack have an assistant Cubmaster? Assistant den leaders for all dens?
- Has at least one parent, guardian, or pack leader taken Basic Adult Leader Outdoor Orientation (BALOO)?

Evaluating Advancement

- Does a high percentage of boys advance one rank each year?
- Are boys recognized promptly and properly for advancement?
- Do parents, adult partners, or other family members take an active part in and work on achievements with their boys?
- Do your Webelos dens have activity badge counselors?
- Do you hold impressive advancement and graduation ceremonies?

Evaluating Management

- Has at least one leader from every den completed Youth Protection Training.
- Does your pack have one or more Tiger Cub dens?
- Does your pack have one or more Wolf dens? Bear dens?
- Does your pack have one or more Webelos dens?
- Does your pack have impressive family induction ceremonies?
- Does your pack have an ongoing recruiting plan for maintaining or building membership?
- Does your pack have a Rally Night for Cub Scouting at least twice a year (spring and fall)?
- Does your pack have an ongoing plan for selection of adult leadership?
- Does your pack have a plan for training parents and guardians?
- Do all pack families receive *Boys' Life* magazine?
- Does a high percentage of boys who join in first or second grade remain and graduate into a Boy Scout troop?
- Does your pack use the pack budget plan?
- Do the boys and leaders wear their uniforms and insignia properly?
- Does the pack renew its charter on time?
- Are all Tiger Cubs, Wolf and Bear Cub Scouts, Webelos Scouts, and leaders registered?
- Do all of the dens meet weekly?
- Does the pack committee make an annual report to the chartered organization?

CUB SCOUT LEADER RECOGNITION AWARDS

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CUB SCOUT LEADER RECOGNITION

Special awards are available for Cub Scout leaders who complete training, tenure, and performance requirements. These awards are presented by the local council.

All of the awards require the completion of Fast Start Training, Basic Leader Training for the position, Youth Protection training, and participation in roundtables or a pow wow or University of Scouting. Some require additional supplemental training. One or two years of registered service in the appropriate position is a requirement for each award, and tenure used for one award may not be used for another.

Cub Scout Adult Recognition Awards

Embroidered square knots are worn to represent awards.

1. Cubmaster Award: Blue square knot on a yellow background.
2. Cub Scouter Award: Blue and gold square knot on a blue background.
3. Tiger Cub Den Leader Award: Orange and black square knot on a yellow background.
4. Cub Scout Den Leader Award: Gold square knot on a blue background.
5. Webelos Den Leader Award: Gold square knot on a yellow background.
6. Pack Trainer Award: Royal blue and bright yellow knot on a bright yellow background.

The requirements for these awards are explained in detail in this chapter and in the publication Leadership Training Committee Guide (No. 34169). As Cub Scout leaders are in the process of earning these awards, they keep track of the requirements they complete. They should check with their local council on the application process for receiving the award.

Remember: Dates of service used to earn one key or award cannot be used to earn another key or award.

See pages 34-59 through 34-64 for progress records for Cub Scout leader recognition awards.

RECOGNITION PLAN REQUIREMENTS

Cubmaster Award

Tenure: Serve as a registered assistant Cubmaster for one year and a Cubmaster for one year, or serve as a registered Cubmaster for two years.

Training

- Complete "The New Cubmaster" Fast Start Training.
- Complete New Leader Essentials and Cubmaster leader-specific training.
- Complete Youth Protection training.
- During each year of tenure for this award, participate in a Cub Scout Leader pow wow or University of Scouting, or attend at least four roundtables.

Performance

- As a Cubmaster or assistant Cubmaster in a pack, earn the Centennial Quality Unit Award at least twice.
- Earn the National Summertime Pack Award at least once.

Cub Scouter Award

Tenure: Complete two years as a registered adult leader in a Cub Scout pack.

Training

- Complete Fast Start Training for your position.
- Complete New Leader Essentials and leader-specific training for any Cub Scouting position.
- Complete Youth Protection training.
- During each year of tenure for this award, participate in a Cub Scout Leader pow wow or University of Scouting, or attend at least four roundtables.

Performance

Do five of the following:

- Help plan a pack program that results in advancement in rank by a minimum of 50 percent of pack members each year.
- Serve as an adult leader related to a pack that earns the Centennial Quality Unit Award.
- Serve as leader of a blue and gold banquet, pinewood derby, space derby, raingutter regatta, field day, picnic, or other Cub Scout activity.
- Give leadership to a promotional effort that results in at least 60 percent of pack families subscribing to *Boys' Life* magazine.
- Develop or update a Tiger Cub or Cub Scout den activity book listing local places to go, things to do, costs, distances, etc., for the five Tiger Cub achievements or at least 12 Cub Scout themes.
- Give leadership to planning and conducting a pack service project.
- Organize participation of a pack in the Cub Scout Academics and Sports program.
- Help conduct two annual pack Friends of Scouting campaigns.
- Serve as a leader for members of your pack attending a Cub Scout day camp or resident camp.
- Serve one year as pack trainer, during which time 75 percent of registered pack leaders complete Basic Leader Training for their positions.

Tiger Cub Den Leader Award

Tenure: Complete one year as a registered Tiger Cub den leader.

Training

- Complete New Leader Essentials and leader-specific training for Tiger Cub den leaders.
- Complete Youth Protection training.
- During your tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

Performance

Do all of the following:

- Help with a Tiger Cub roundup for your pack with at least five new Tiger Cub boy–adult partner teams recruited.
- Contact the host team each month and provide support as needed for one year.
- Coordinate Tiger Cub den participation in three pack activities.
- Graduate at least 60 percent of your Tiger Cubs into a Cub Scout den.
- Report on the progress of your Tiger Cub dens at 75 percent of pack leaders' meetings.

Cub Scout Den Leader Award

Tenure: Complete one year as a registered Cub Scout den leader.

Training

- Complete "The New Den Leader" Fast Start Training.
- Complete New Leader Essentials and leader-specific training for Cub Scout den leaders.
- Complete Youth Protection training.
- During your tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

Performance

Do five of the following:

- During at least one program year, have a minimum of 50 percent of the Cub Scouts in your den earn the rank for their grade or age (Wolf or Bear).

- At least once, reregister a minimum of 75 percent of the eligible members of your den as a part of the pack charter renewal process.
- Graduate a minimum of 60 percent of the eligible members of your den into Webelos Scouting.
- Have an assistant den leader or second adult who meets regularly with your den.
- Have a den chief who meets regularly with your den.
- Take leadership in planning and conducting a den service project.
- Conduct at least three den meetings per month, nine months per year, or follow an optional plan approved by the pack.
- Participate with your den in a Cub Scout day camp or Cub Scout resident camp experience.
- Explore three Character Connection activities with your den members in one year.
- Hold regular den meeting and den activity planning sessions with your assistant den leader.

Webelos Den Leader Award

Tenure: Complete one year as a registered Webelos den leader.

Training

- Complete "The New Webelos Den Leader" Fast Start Training.
- Complete New Leader Essentials and leader-specific training.
- Complete Outdoor Leader Skills for Webelos Leaders.
- Complete Youth Protection training.
- During your tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

Performance

Do seven of the following:

- During at least one program year, have a minimum of 50 percent of the Webelos Scouts in your den advance in rank (Webelos badge or Arrow of Light Award).
- At least once, reregister a minimum of 75 percent of the eligible members of your den as part of a the pack charter renewal process.
- Graduate a minimum of 60 percent of the eligible members of your Webelos den into Boy Scouting.
- Have an assistant den leader or second adult who regularly attends your den's meetings and activities.
- Have a den chief who meets regularly with your den.
- Take leadership in planning and conducting two Webelos overnight campouts or other outdoor den activities each year.
- Help plan and conduct a Webelos den–Boy Scout troop joint activity.
- Take leadership in planning and conducting a Webelos den service project.
- Conduct at least three Webelos den meetings per month, nine months per year, or follow an optional meeting plan approved by the pack.
- Participate with your den in a Webelos day camp or resident camp experience.
- Explore three Character Connection activities with your den members in one year.
- Hold regular den meeting and den activity planning sessions with your assistant den leader.

Pack Trainer Award

(Note: tenure and performance requirements for this award may not be met retroactively. You may begin earning this award on or after September 1, 2006.)

Tenure: Complete two years as a registered pack trainer.

Training

- Complete Fast Start training for the pack committee.
- Complete New Leader Essentials and be familiar with and able to explain the key elements of leader-specific training for all volunteer positions in the pack.
- Complete Youth Protection Training.
- Participate in a trainer development conference.

Performance

- Participate in a Cub Scout leader pow wow or university of Scouting (if your council conducts them) during each year of tenure for this award.
- Have Cub Scout roundtable staff certify your attendance for at least 30 percent of the roundtables during each year of tenure for this award.
- Attain 100 percent trained leadership within the pack for the committee chairman, Cubmaster, and all den leaders.

- Have a working plan in place for delivering Fast Start training to new leaders within 48 hours of their joining your pack.
- Have a working plan in place for helping leaders who have not taken basic training to attend New Leader Essentials and leader-specific training.
- Keep and update training records of all leaders in your pack.
- During the pack annual program planning meeting, be available to answer questions about training courses.
- Review ongoing pack leadership training status and provide leaders with updates on any available supplemental training.

CUB SCOUT LEADER TRAINING

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THE IMPORTANCE OF TRAINING

Training shows new leaders how to do their jobs and allows for an interchange of ideas with more experienced leaders. *Every Cub Scout deserves qualified, trained leaders who will provide the best program possible,* the way it is intended. Trained leaders ensure that the goals of Cub Scouting are met.

Cub Scout leaders need training to

- help them understand the aims and purposes of Cub Scouting,
- improve their ability to work with boys and other leaders,
- learn Cub Scouting skills,
- learn how to plan an effective Cub Scouting program.

The leadership training program of the Boy Scouts of America provides this information and helps leaders become confident in carrying out their responsibilities.

Each Cub Scout leader's job is different, which is the main reason why training leaders is so vital to the success of the program. Not only must they know how important their jobs are, but they must be acquainted with the methods used to attract and hold boys in Cub Scouting.

In packs with trained leaders, the following results are evident:

- A quality den and pack program is provided, and the boys and families are enthusiastic and interested.
- Boys stay in the program longer.
- Trained leaders stay in the program longer.
- Relationships between the pack and chartered organization are stronger when pack leaders fully understand their jobs.
- There is a better chance that the purposes of Cub Scouting will be met.

Chances are that your pack will have some new leaders each year. They should receive training immediately or as soon as possible. If they don't, they might feel overwhelmed by new responsibilities and chores that they don't understand well, and the boys will be shortchanged in the process.

Every boy needs and deserves trained leaders.

HOW TRAINING IS CONDUCTED

Every leader should try to attend the group training courses that are scheduled in the district. Group training demonstrates the fun and fellowship of Cub Scouting and provides opportunities for new leaders to get to know other pack leaders and share experiences and ideas. There will be times, however, when new leaders are recruited and training courses are not scheduled for several weeks. For this reason, other methods of training are available.

Leaders should be trained as quickly as possible, before they become too involved in carrying out their responsibilities. They need to know how to do the job *before* they begin.

The pack trainer, Cubmaster, or other experienced pack leader can be a great help in getting new leaders started on the right foot. But all leaders should take advantage of the training available through the district so that they will be qualified to work with boys.

The pack trainer or the district training team usually helps facilitate Fast Start, New Leader Essentials, and leader-specific Training. Your pack trainer, unit commissioner, or district executive can give you information on scheduled district training courses and put you in touch with the district training chair.

THE TRAINING CONTINUUM

The BSA's training plan not only provides training for new leaders to help them get started in the right direction, but it also provides continuing training for all leaders. In this way, leaders continue to learn through experience and from additional training opportunities. They stay up-to-date on Cub Scouting and acquire new skills that help them do a better job with the boys.

The training plan includes four levels:

1. Fast Start Training
2. Basic Leader Training
3. Supplemental training
4. Advanced training

The total training plan is all-inclusive and designed to deliver the training that leaders need when they need it. Not all leaders will be directly involved in all aspects of the plan, but they should be aware of the opportunities available to them in this training continuum.

1—Fast Start Training

When new leaders are selected in Cub Scouting, it is essential that they receive immediate information that will help them get started. Proper training lays the groundwork for success in their leadership roles. This training will help new leaders understand what is expected and establish effective meeting patterns so that the boys and their families can enjoy a quality program from the start.

As the first step in the training continuum, Fast Start Training is meant to provide all the information and resources for new leaders to conduct their first meeting, along with guidance for the meetings that follow.

It is designed to be implemented in such a way that all new leaders receive the Fast Start materials as soon as they are recruited and are motivated to participate in Basic Leader Training and roundtables.

Fast Start is a short, video-based training program designed to provide specific meeting planning information related to the leader's volunteer position. *The Cub Scout Leader Fast Start Viewer Guide* is used with the video to enhance learning and provide an additional resource that stays with the leader.

Each video demonstrates actual meetings that new leaders may use as their own first meetings. The *Viewer Guide* includes this same information in written form, providing a "road map" for planning the first meeting.

Many councils make Fast Start Training available on their Internet Web sites. This interactive computer-based training is not in the same format as the videos, but it delivers the same information. It is an additional resource that packs can use to ensure that all leaders have an opportunity to complete Fast Start Training as soon as possible.

Self-study, rather than group training, is the preferred method for Fast Start Training. This gives the new leader the opportunity to learn at his or her own pace.

All new leaders should receive the appropriate Fast Start video and the *Viewer Guide* the moment they agree to serve. Enough videos and guides should be available for immediate distribution to every new leader. The video and guide contain everything new leaders need to plan and conduct their first

Suggested Procedure for Delivering Fast Start

1. The person recruiting the leader should use Fast Start as a recruiting tool. When talking to a prospective leader, the recruiter would give the prospect the video and *Viewer's Guide* for the position. In some councils, Fast Start is available as Internet Web-based training; in this case, the new leader should get pertinent information regarding the council's Web site.
2. New leaders should view the video program and then review the *Viewer Guide* outline of that meeting. If it is an option, leaders may prefer to take Fast Start by completing the Internet Web-based training for their position.
3. An experienced Cub Scouter, possibly the pack trainer or the recruiter, should contact the new leader within two or three days to review the information and answer questions. At that time, the Cub Scouter could explain how monthly themes work and how they relate to the pack meeting. The dates for roundtable and for Basic Leader Training should be discussed, along with an explanation of the benefits of each. The Fast Start video could also be collected, leaving the *Viewer Guide* with the new leader.
4. The Cub Scouter might also offer to take the new leader to a meeting being conducted by an experienced leader. It is important for the new leader to know that other volunteers are willing to provide support and coaching.
5. The person responsible for maintaining training records should be informed that Fast Start materials have been delivered to the new leader.

meeting. If they understand this, it is likely that these new leaders will view the materials as soon as they get home that evening, when both interest and anxiety are at their highest. (*Note:* New leaders should be asked to return the DVD to their pack or at New Leader Essentials or a roundtable.)

These materials are designed to be used alone by the new leader, but it is a good idea for someone from the pack (or, for new packs, from the district) to contact the new leader within two or three days to find out how things are going and to answer any questions. This is also a good time to invite the new leader to participate in roundtables and New Leader Essentials and to pick up the DVD for future use.

2—Leader-Specific Training

The next training for leaders has two parts:

New Leader Essentials is for all new leaders in Cub Scouting, Boy Scouting, Varsity Scouting, and Venturing. It highlights the values, aims, history, funding, and methods of the Scouting program. Once completed, it need not be taken again, even if the leader moves to a different position or program level.

Leader-specific training gives a leader the knowledge and skills needed for a specific position. Leader Specific Training is available for the following positions in Cub Scouting:

- Tiger Cub den leader
- Cub Scout den leader and assistant
- Webelos den leader and assistant
- Cubmaster and assistant
- Pack committee members

This training does the following:

- Goes into greater detail on youth development and boy behavior, program planning, activities, and the purposes of the program.
- Is usually presented in one or two group sessions, but can be delivered to small groups or even individuals through personal coaching.

Every Cub Scout leader should complete Basic Leader Training; it prepares him or her to deliver a quality, fun-filled program. Leaders who understand the whys and hows of the program are more effective in their roles. They know how to use available resources to provide an exciting and worthwhile program for boys. Trained leaders have confidence in carrying out their responsibilities and, along with the boys, have more fun.

Your pack trainer, unit commissioner, or district training chair can help you learn about the training available in your district and council. Dates and locations of upcoming training courses, both basic and supplemental, are usually announced in the local council or district newsletter. This information can be obtained from your local council service center or district and/or council Web site. The monthly roundtable is another place to learn more about training opportunities.



Once a leader has completed New Leader Essentials and leader-specific training, the leader is eligible to wear the trained leader emblem.

The trained emblem is worn on the left sleeve of the uniform, immediately below and touching the badge of office.

This emblem is often presented at the district training course; however, the pack will want to present it again to its trained leaders in a special pack ceremony. In any event, trained leaders should be congratulated during a pack meeting.

3—Supplemental Training

Supplemental training includes a variety of training courses given on a district, council, and national basis. They are designed to provide Cub Scout leaders with additional information on specific areas of Cub Scouting. Some of the Cub Scout methods and skills touched on only briefly in leader-specific training are covered in greater depth in supplemental training courses.

Some supplemental training courses (such as Unit Leader Enhancements and the monthly roundtables) are held regularly as sources of continuing information. Other supplemental courses include pow wows or Universities of Scouting; specialized courses, such as Outdoor Leader Skills for Webelos Leaders and Basic Adult Leader Outdoor Orientation (BALOO); and Cub Scout leader national conferences at the Philmont Training Center and Florida Sea Base.

Unit Leadership Enhancements

One form of supplemental training takes place within the pack: the Unit Leadership Enhancement. This training is conducted by a member of the pack leadership team as a part of the monthly pack leaders' meeting. Enhancements are short training discussions intended to help leaders be better prepared to deliver a quality Cub Scouting program to their boys. Pack leaders can choose from among 15 topics, which are presented in Chapter 28.

Unit Leadership Enhancement Topics

1. Advancement
2. Annual Program Planning
3. Character Development
4. Cub Scout Camping
5. Family Involvement
6. Leadership Training
7. Membership
8. National Awards
9. Pack Budget Plan
10. Pack Committee
11. Pack Meetings
12. Planning Special Events
13. Policies of the BSA
14. Program Evaluation
15. Youth Protection

Roundtable

Cub Scout leader roundtables are held monthly on a district basis. Den and pack leaders join for fun and fellowship while learning new tricks, stunts, games, crafts, ceremonies, songs, and skits related to the Cub Scout theme and Webelos activity badges for the following month. There are also opportunities for sharing ideas and activities with leaders from other packs.

After attending the roundtable each month, your leaders will come to your pack leaders' meeting well-informed and ready to complete plans for your den and pack program for the next month.

Check with your pack trainer or unit commissioner to find out the time and location of your district's monthly roundtable.

Pow Wow/University of Scouting

The pow wow is an annual get-together of Cub Scout leaders from an entire council or district. A pow wow is a training conference that takes place in a festive atmosphere. Encourage all Cub Scout leaders to attend the annual pow wow.

The pow wow is "convention time" for the pack—a time when a wise Cubmaster takes all leaders to a learning extravaganza. There are sections on games, crafts, skits and puppets, ceremonies, administration, and the Webelos den. It's a time for parents and all experienced, new, and prospective leaders to share ideas and see what the other packs are doing.

Your council may combine the fun and excitement of pow wow with a variety of training activities for leaders in Boy Scouting, Venturing, and even commissioners or other district Scouters. This super-sized training event is known as a University of Scouting and may take the place of a Cub Scout leader pow wow.

All leaders are encouraged to attend this exciting, fun-filled, and informative training session every year. Check with your pack trainer, unit commissioner, district training chair, or local council service center to find out when and where your pow wow or University of Scouting will be held.

Outdoor Leader Skills for Webelos Leaders

Designed specifically for Webelos den leaders and their assistants, this teaches outdoor-related skills through demonstration and hands-on practice. Webelos den leaders should attend this training before conducting Webelos overnight camping with the boys and parents of the den. In addition to covering basic camping skills, this training features planning campouts and finding resources.

The council and/or district usually offer Outdoor Leader Skills for Webelos Leaders training several times each year. Check with your pack trainer, unit commissioner, district training chair, or local council service center for dates and locations.

Basic Adult Leader Outdoor Orientation (BALOO)

Basic Adult Leader Outdoor Orientation is a one-day training event that introduces parents and leaders to the skills needed to plan and conduct pack outdoor activities, particularly pack camping. A BALOO trained leader must be in attendance at each pack overnighter.

BALOO includes information on

- Preparations
- Site selection
- Parent involvement
- Health and safety
- Equipment
- Feeding
- Introduction to outdoor skills

This training is required for any adult who is in charge of planning a pack campout.

Youth Protection Training

Every leader in Cub Scouting should complete Youth Protection training, which is delivered by the district or council and can be taken online through your local council Web site.

Parents will also find this training valuable. In addition to a thorough review of BSA Youth Protection policies, the training develops an increased awareness of Youth Protection issues. Your pack trainer, Cubmaster, unit commissioner, or district training chair can provide information on how to receive this important training.

Completion of Youth Protection training is a requirement for all awards in the Cub Scout leader recognition plan (see Chapter 25, "Cub Scout Leader Recognition Awards").

For more information, see Chapter 27, "Youth Protection."

Trainer Development Conference

The trainer development conference is designed to provide all trainers with enhanced contemporary skills for delivering quality training in their areas of responsibility. The council usually offers it as a one-day conference. Most of the sessions in the conference not only demonstrate good training methods but give participants an opportunity to interact and in many cases actually practice what they have learned.

All trainers, including pack trainers, should participate in a trainer development conference. Your district training chair can provide you with details on the date and location of the next conference.

National Cub Scouting Conferences

Cub Scout leader training conferences are held at the Philmont Training Center near Cimarron, New Mexico, and at the Florida Sea Base in the Florida Keys. Councils recommend individuals, who receive invitations to attend these conferences.

At Philmont, the leader takes part in training sessions while family members may enjoy a special program of activities. The weeklong conferences combine a family vacation with the opportunity to participate in a quality training experience and association with Scouters from across the country.

Check with your district executive or local council service center for more information.

Den Chief Training

The Cubmaster, assistant Cubmasters, and/or Cub Scout and Webelos den leaders have the primary responsibility for training den chiefs; however, most districts or councils conduct a four-hour Den Chief Training course, which is basic training for both Cub Scout and Webelos Scout den chiefs. All den chiefs should attend, along with the Cubmaster and den leaders.

Den Chief Training is full of fun, excitement, and information to help den chiefs do a good job.

If your district or council does not conduct Den Chief Training, your pack might want to join with other packs to hold one. Information is contained in the Den Chief Training pamphlet, which is available through your local council service center.

4—Advanced Training (Wood Badge)

Wood Badge is advanced training in leadership skills for all adults in BSA programs. In addition to Cub Scouters, leaders in Boy Scouting, Varsity Scouting, Venturing, and commissioner service are invited to participate in Wood Badge.

This advanced training is presented in two parts:

1. An advanced learning experience presented over two long (three-day) weekends or as a weeklong course.

2. An application phase of several months during which the leaders apply the specific skills they have learned at Wood Badge to their Scouting responsibilities.

The Wood Badge beads, woggle slide, and neckerchief are presented as recognition to those leaders who successfully complete both parts of the training.

Completion of Basic Leader Training is required for Cub Scout leaders to be eligible for an invitation to participate in Wood Badge training. Your pack trainer, Cubmaster, unit commissioner, or council service center can provide you with more information.

YOUTH PROTECTION

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THE CUB SCOUT LEADER'S ROLE

Child abuse is an increasingly serious, widespread problem in society, affecting every ethnic group, socioeconomic level, and geographic area. The significance of this problem is revealed by the nearly 3 million cases of child abuse reported each year in the United States. The Boy Scouts of America has developed Youth Protection training to prepare its leadership to help children who have been, or are being, abused.

The training program includes information for parents as well as the video *It Happened to Me.* Materials are for use in pack and den meetings to show Cub Scouts—with their parents—what they should do to prevent sexual abuse from happening to them. In addition, the BSA has adopted a comprehensive set of policies and procedures to help ensure that Scouting continues to be safe for all participants. **Criminal background checks are required for all new leaders, and the adult application form requires that the applicant provide a Social Security number.**

As Cub Scout leader, you can help make the world safer for children in at least three ways:

1. **Increase your knowledge about child abuse** so that you will be in a better position to help protect the children in your life—your own sons and daughters, and children in your neighborhood, church, and community.
2. **Help others learn the steps that help them to protect themselves.** You can have a direct effect on the members of your pack and den by helping them learn ways to protect themselves.
3. **Implement the Youth Protection policies and procedures of the BSA within your unit.** By implementing these safety policies, you will help the Scouting program continue to be a safe environment for children.

The Boy Scouts of America will not tolerate any form of child abuse in its program and will take all necessary steps to remove any offenders from membership in the BSA.

WHAT IS CHILD ABUSE?

Definitions of what constitutes child abuse vary, and state laws give the specific definition of child abuse for that state. (State definitions also establish the ages of children covered—generally those younger than 18 years of age.) A common definition of child abuse might be "the physical or mental injury, sexual abuse or exploitation, negligent treatment, or maltreatment of a child that can cause injury or psychological damage."

Four Types of Child Abuse

- Neglect
- Emotional Abuse
- Physical Abuse
- Sexual Abuse

1. **Neglect** occurs when a caretaker fails to provide for a child's basic needs regarding, for instance, nutrition, nurturing, safety, education, and medical care.

2. **Emotional abuse** can include blaming, belittling, or rejecting a child; consistently treating brothers and sisters unequally; and a persistent lack of concern by a caretaker for the child's welfare.

3. **Physical abuse** is nonaccidental injury caused by punching, beating, kicking, biting, burning, or otherwise harming a child. The injury might not have been intentional, but it was not accidental. An example of physical abuse is an injury caused by inappropriate discipline.

4. **Sexual abuse** occurs when the child is forced, manipulated, or tricked into sexual contact. Obscene telephone calls, fondling, intercourse, anal or oral sex, prostitution, and pornography are included. Child molesters commonly use adult pornography to reduce a child's resistance to sexual abuse. Showing pornography in any form to a child or permitting a child to have access to pornography is abusive. There are no legitimate reasons to show children, or to allow children to be shown, pornography. Most experts believe that sexual abuse is the most underreported form of abuse.

Often, when a child is abused or neglected, he or she might suffer from more than one kind of abuse; for example, a child who is being physically or sexually abused nearly always suffers from emotional abuse.

INDICATORS OF CHILD ABUSE

As a Cub Scout leader, you should be familiar with some of the indicators of child abuse. But also keep in mind that these indicators could have other meanings. If you detect these signs in a child in your Cub Scout pack or den, you should notify the Scout executive. You should not try to investigate yourself, but you must ensure that your suspicion is reported to the appropriate authorities.

Every child reacts to abuse differently. Some abused children show no signs of the abuse. Other children show only slight behavioral indications that they have been abused; some will have extreme reactions.

The following are some of the clues that a child might have been abused.

Indicators of Neglect and Emotional Abuse

Neglect and emotional abuse are the most difficult kinds of child maltreatment to detect. The clues are vague and uncertain. Neglected children might come to Cub Scout meetings inappropriately dressed, lacking in personal hygiene, or consistently hungry. Neglected or emotionally abused children might lag behind their peers in physical development and might demonstrate inappropriate behavior, such as rocking or thumb sucking. They might also show signs of childhood stress.

Childhood Stress

Growing up is a stressful process. New experiences are to some degree stressful. When unfortunate situations in a child's life exist, such as family turmoil or divorce, school problems, or even the death of a beloved pet, the stress can cause the child's behavior to change. Child abuse and neglect are clearly causes of stress that can also lead to changes in behavior. The following behaviors can indicate harmful levels of stress in a child's life:

- Bed-wetting
- Crying for no apparent reason
- Immature or regressive behavior
- Clinging behavior
- Aggressive behavior
- Withdrawal
- Substance abuse
- Inability to concentrate
- Unexplained aches and pains
- Running away
- Depression
- Talk of, or attempts at, committing suicide
- Sleep disturbances or nightmares
- Frequent illnesses

These signs could indicate stress and could be due to many different problems, including child abuse or neglect. If any of these behaviors is present for a prolonged period of time, you have reason to be concerned. You may express your concern to the child and offer your assistance.

Indicators of Physical Abuse

Most children accumulate their share of childhood cuts, scrapes, and bruises. The injuries caused by abuse are not the same as this normal "wear and tear." Indicators of physical abuse include unusual bruises, burns, broken bones, lacerations, and abrasions. The child might also exhibit signs of general childhood stress after the injuries of physical abuse heal.

Bruises. A physically abused child might have bruises on his or her abdomen or back—areas of the body not usually bruised during normal childhood activities. In cases of repeated abuse, the bruises might be different colors, indicating the stages of healing. Bruises might have distinctive shapes, indicating weapons used to attack the child.

Burns. An abused child might have unusual burns, such as cigarette or cigar burns on the soles of the feet, palms of the hand, the back, or the genital area.

Broken bones. Unexplained fractures are cause for concern. A child with multiple fractures in various stages of healing is almost certainly a victim of physical abuse. Other signs include swollen or tender arms and legs caused by forceful jerking of the arms.

Lacerations and abrasions. Normal play injuries generally affect the shins, knees, palms, and elbows. Lacerations and abrasions on the abdomen, back, backs of arms and legs, or genitalia are strong indicators of physical abuse. Human bite marks, especially if recurrent and appearing to be adult-sized, are also strong indicators of physical abuse.

Indicators of Sexual Abuse

Physical evidence of sexual abuse, if present at all, tends to be temporary. Such signs include difficulty in walking or sitting; torn, stained, or bloody underwear; pain or itching in the genital area; bruises or bleeding of the genitalia; and the presence of sexually transmitted diseases.

Behavioral indicators can be present for a longer period of time and could be more apparent. Here are some specific behaviors that might be associated with sexual abuse:

- Age-inappropriate understanding of sex
- Reluctance to be left alone with a particular person
- Persistent and inappropriate sex play with peers or toys
- Wearing lots of clothing, especially to bed
- Drawings of genitalia
- Fear of touch
- Abuse of animals
- Masturbation in public
- Nightmares or night terrors
- Apprehension when the subject of sexual abuse is brought up
- Cross-dressing
- Prostitution

WHO ARE THE CHILD ABUSERS?

Child abusers tend to defy any kind of consistent profile that would enable their easy identification; however, some factors are associated with certain kinds of abuse.

Neglect. *Drug and alcohol abuse* by parents or caregivers is increasingly common in cases of child neglect. Other factors include *ignorance of children's needs* and *inadequate parenting practices.* The effects of poverty should not be confused with the neglect of children.

Emotional Abuse. Caregivers who emotionally abuse children often use *inappropriate disciplinary techniques.* They might have such overwhelming emotional needs of their own that they cannot cope with the needs of children in their care. Emotional abuse can be deeply rooted in a family's history of successive generations being subjected to the same kinds of parenting practices.

Physical Abuse. Adults who inflict physical injury to children tend to have *low self-esteem.* They might be experiencing stress when the child does something that triggers physical violence. Physical abuse also occurs when spanking or other physical punishment becomes extreme or exaggerated. Some children might be targeting children, perhaps children with disabilities, whose care becomes difficult and causes the caregiver to lash out in frustration.

Sexual Abuse. Individuals who sexually abuse children are called child molesters. Some common misconceptions about child molesters are that they are "dirty old men" or "strangers." A child molester could be anyone. Most are very ordinary in outward appearance. The fact that a child molester can occupy a position of respect in the community and is usually someone the victim knows—and is often someone close to the victim's family—makes it difficult to accept the idea that he or she could be a molester.

Most child molesters are male; however, females commit approximately 10 percent of sexual molestation. Children who report that they have been molested by a woman need to have the same attention given to their report as would be given if the alleged molester were a man.

Children also are known to molest other children. About 30 percent of sexual molestation is committed by adolescents on other children. Often, the significance of this abuse is minimized. Any time children are involved in sexual activity in which there is an unequal distribution of power, or in which

force is involved, that activity must be viewed as potentially serious. It should be reported so that the molesting child can receive help, too.

RESPONDING TO AN ABUSED CHILD

Considering the prevalence of child abuse and the increase in children's awareness of abuse—especially sexual abuse—you might someday have a member of your Cub Scout pack or den tell you that someone has molested him. If this happens, it means that the boy feels that you are a special individual—someone he trusts. The following guidelines should help you know how to respond:

1. **Do not panic or overreact** to the information the child discloses.
2. **Do not criticize** the child.
3. **Do respect the child's privacy.** Take the child to a private place away from other children (but within sight of others). Reassure the child that you are concerned about what has happened to him and that you would like to get him some help. You might want to ask him whether he has talked with his parents about the abuse—if his parents are not the alleged abusers.
4. **Do not promise to keep his secret** because you will have to make a report to the Scout executive. The Scout executive will advise you of your responsibility to make a report to child protective services or to a law enforcement agency.
5. **Do encourage the Cub Scout to tell the appropriate authorities.** Let him know that you understand he is not to blame for what happened. You should also let him know that he should not keep secrets that hurt him and that it is OK to talk with appropriate adults—they will not blame him for what happened.
6. **Do keep the disclosure of abuse strictly confidential,** telling only the Scout executive and child protection authorities. Take your guidance from them. Discussing allegations of child abuse with others can damage the reputations of innocent people.
7. **Do listen to the child,** but avoid questioning him about what happened. Interviewing the child is best left to professionals who are trained in investigating allegations of abuse and determining what crimes, if any, have occurred.

Any time you suspect child abuse in Scouting, you are required to inform the Scout executive.

Each of the 50 states, the District of Columbia, and the U.S. territories have different reporting requirements. Your Scout executive has established contact with the proper authorities and can give you direction about requirements in your state for reporting abuse.

BSA YOUTH PROTECTION POLICIES

The BSA Youth Protection policies are based on strengthening the principles of Scouting and avoiding situations that could lead to abuse.

Adherence to BSA Youth Protection policies not only strengthens the protection of our membership, but also ensures that the basic values of Scouting are preserved.

Leadership

The BSA has a tradition of recruiting quality volunteer leaders. Being a registered leader in the BSA is a privilege, not a right. The quality of the program and the safety of our youth members require that selection of our leaders be taken seriously.

There is no sure way to detect a child molester—or any kind of abuser—in advance of attempted or actual abuse. We can minimize the risk by learning all we can about the adult applicant's experiences with children. The adult membership application is an important tool for helping to maintain BSA leadership standards. Learn why the applicant wants to be a Cub Scout leader and how the person would handle a discipline situation.

If your Cub Scout pack discovers questionable conduct on the part of someone who has applied for a leadership position, report this finding to the Scout executive so that the individual can be prevented from becoming involved in other Scouting activities.

If an individual already in your Cub Scout pack is alleged to have abused a child, he or she will have his or her membership revoked, and the alleged conduct will be reported to the proper authorities. In addition, individuals found to have abused children will be ineligible for any further affiliation with the BSA.

Creating Barriers to Abuse

After selection of the best possible leaders, additional protection for children is built into the program. The BSA has adopted the following policies to provide security for youth in Scouting. The policies also provide protection for adult leaders against false allegations of abuse.

Two-Deep Leadership. Two registered adult leaders or one registered adult leader and a parent of a participant, one of whom must be at least 21 years of age, are required on all trips and outings. The chartered organization is responsible for ensuring that sufficient leadership is provided for all activities.

No One-on-One Contact. One-on-one contact between adults and youth members is not permitted in any situation that requires a personal conference. The meeting should take place in view of other adults and youths.

Respect of Privacy. Adult leaders must respect the privacy of youth members in situations such as changing clothes or taking showers at camp. Adults should intrude only to the extent that health and safety require. They should also protect their own privacy in similar situations.

Separate Accommodations. When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian.

Proper Preparation for Activities. All activities should consider the capabilities of the participating Cub Scouts. No activity should be undertaken without the proper preparation, equipment, clothing, supervision, and safety measures.

No Secret Organizations. The BSA does not recognize any secret organizations as part of its program. All activities are open to observation by parents and leaders.

Appropriate Attire. Proper clothing for activities is required.

Constructive Discipline. Discipline used in Cub Scouting should be constructive and reflect Scouting's values. *Corporal punishment is never permitted.*

Hazing Prohibited. Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.

Background checks. Background checks are required for all new leaders and the adult application form requires that the applicant provide a Social Security number.

TRAINING LEADERS IN YOUTH PROTECTION

Youth Protection training is a part of every Cub Scout leader's basic training program. This training introduces the material contained in this chapter and reviews the Youth Protection policies of the BSA. Many councils provide youth protection training on-line through their council Web sites. Leaders should check with their district or council for information on this effective youth protection training method.

A more in-depth Youth Protection training program is available for both volunteer leaders and parents. This training addresses Youth Protection issues more comprehensively than the overview in basic training and is based on the video *Youth Protection Guidelines: Training for Volunteer Leaders and Parents,* which is available through your local council. Contact your district executive or the local council service center for more information. This training session is required for all Cub Scout leader recognition awards.

The pack trainer or another leader in the pack may be assigned responsibility for Youth Protection training. This person would make sure that all registered adults receive current Youth Protection training and should also coordinate the education of parents in child abuse. The Cubmaster may also ask this person to help with the use of appropriate BSA videos and printed materials with youth members.

Youth Protection training is available online through your local council.

EDUCATING YOUTH

Parents are a critical element in the education of Cub Scouts about child abuse. The BSA publishes a booklet, "How to Protect Your Children from Child Abuse: A Parent's Guide," that is inserted in the front of the *Tiger Cub Handbook, Wolf Handbook, Bear Handbook,* and *Webelos Handbook.* This guide has exercises to be completed by the Cub Scout and his parent or guardian as part of the Bobcat requirements. These exercises are designed to open the lines of communication between the boy and his parent or guardian so that he will be more likely to report any abuse or attempted abuse.

BSA also has an award-winning video, *It Happened to Me,* for use by Cub Scout packs and dens. This DVD about child sexual abuse is available on DVD from your local council service center, and Cub Scout units should view it annually.

Power Pack Pals booklets are an additional resource for Cub Scout youth and are available from your local Scout shop. Current topics include Internet safety, how to deal with bullying, and personal safety.

VIDEO INSTRUCTIONS AND DISCUSSION GUIDE

Using the Youth Protection Video *It Happened to Me*

1. Obtain the video from your local council service center and review it. Invite members of the pack committee to review it with you.
2. If, after viewing this video about child sexual abuse, you decide that you would like support from individuals who are more informed about child abuse, help is often available from your local police department or child protective services agency.
3. Reserve a copy of the video for the date on which you plan to use it with your pack or den.
4. At least two weeks before showing the video to your unit, notify parents about the scheduled meeting and urge them to attend. (See the sample letter below for informing parents.) The video is intended for Cub Scout–age boys to watch only when their parents or guardians are present.
5. Before the meeting at which the video will be shown, review the leader's guide for the meeting on page 27-7) and become familiar with the issues to be emphasized in the discussion following the video's showing.
6. Show the video at a special pack or den meeting. (See the suggested agenda on page 27-7.)

Sample Letter to Parents

Dear parent:

Child sexual abuse is so prevalent in American society that one in seven boys could be sexually abused before reaching adulthood; the percentage of sexually abused girls is even greater. The Boy Scouts of America has developed a comprehensive Youth Protection training program for leaders. By addressing the problem of child abuse in America, this training can help Scouting meet high standards of leadership and continue to provide a positive environment for our youth members.

You and your son are invited to a special _____[pack/den]_____ meeting on ____[date]____ at ____[time]____, when we will show the video *It Happened to Me.* This award-winning video was produced by the Boy Scouts of America to educate Cub Scout–age boys about child sexual abuse and the steps boys should take to protect themselves from being sexually abused.

It Happened to Me is an important part of the BSA's Youth Protection training program. Each Cub Scout pack is encouraged to show the video to its members and their parents once a year. The video presents common situations in which sexual abuse might occur. The content of the video has been reviewed by professionals who are knowledgeable about child abuse and child development. The experts who reviewed it found it suitable for viewing by children as young as 6 years old.

We urge you to bring your son to the viewing of *It Happened to Me* so that you and he can watch it together. Child abuse professionals unanimously agree that open communication between parents and children is vital to preventing child abuse. This video is useful as a source of basic information, so your son might want to discuss it with you. Your viewing of this video will help to provide a common point of reference for subsequent conversations you and your son might have on this topic.

I hope that you will be able to join us on ____[date]____ at ____[time]____.

Sincerely,

Cubmaster/Den Leader

Suggested Agenda for the Meeting

1. Hold an opening ceremony.
2. Introduce the video *It Happened to Me.* Refer to the leader's guide (below) for points to use in the introduction.
3. Show the video.
4. Discussion: Refer to the leader's guide below for points to use.
5. Hold a closing ceremony.
6. Close.

Leaders' Guide for the Meeting

Introduction

"The video we are going to watch, *It Happened to Me,* will define child sexual abuse, and it will show you some of the ways children are put in situations in which they could be sexually abused. We all must understand that child sexual abuse is a serious problem. Children must learn ways that they can protect themselves if a person tries to sexually abuse them or their friends.

"Boys, nobody expects that you will be sexually abused. However, just as we learn other skills in case we ever need to use them, we also need to learn about how to prevent sexual abuse. As you watch this video, put yourselves in the positions of the boys who are the intended victims. Think about what you would do."

(Show the video *It Happened to Me.*)

Discussion

What is child sexual abuse?

For a boy, child sexual abuse is unwanted touching, looking at, or taking a picture of his penis or other private body parts by an adult or older child. It also can be an adult or older child asking or forcing the boy to touch or look at the abuser's private parts.

Who were the abusers in the video?

—Mr. MacGregor at the day-care center

—Eddie, Ray's cousin

—Mark, a playground leader

—Mr. Johnson, Brad's former neighbor

—Phillip's baby-sitter, a 15-year-old girl

When you think about sexual abuse, who do you think does-it?

Answers might include "strangers" or "dirty old men." Point out that the abusers in the video were not strangers. Some were neighbors and some were even family members. Also, the abusers were of all ages, and one of the abusers was a young woman.

What were some of the tricks the abusers used to try to sexually abuse the boys in the video?

- Mr. MacGregor poured paint on Jake to get Jake to take off his clothes in order to clean up. The real reason was to get Jake to pose for pictures.
- Eddie bullied Ray and told him that he would be "real sorry" if he didn't do what Eddie wanted.
- Mark tricked Ty into staying late and accepting a ride home; then he showed Ty "dirty" pictures.
- Brad's former neighbor tricked him into climbing a tree and getting a trapped kitten. Point out that the kitten was not really trapped and that even if it had been, Mr. Johnson could have gotten the kitten himself.
- Phillip's baby-sitter tricked him into playing a game that resulted in her placing her hand down his pants.

Other tricks shown in the video include

- giving gifts in exchange for affection,
- blaming the boys—victims—for the sexual abuse,
- telling the boys that no one would believe them if they told,
- threatening to hurt the boys or a member of their family.

What should you do if someone tries to sexually abuse you?

All of the children should know to tell an adult they trust. They should understand that if sexual abuse happens, it is not their fault and no one will blame them. Parents should reinforce this notion. Ask the boys and their parents to take a minute to talk about whom the boy might tell if threatened by abuse.

What are some of the safety rules to help avoid sexual abuse?

- Before going out, tell your parent or other adult you trust where you are going, when you will be back, and who will be with you.
- Before getting into a car or going with anybody—even if you know the person—get permission from your parents or guardian. If your plans change, let your parents or guardian know. If you can't check with your parents or guardian, tell another adult whom you and your parents have agreed you can trust.

- When going places or playing outside, use the buddy system.
- If somebody tries to touch you in a way that is confusing or scary, say "No!" and then tell an adult you trust.
- If somebody touches you in a way that is not OK, ***don't keep it a secret.*** Tell an adult you trust.
- Trust your feelings and talk to grown-ups about problems that are too big for you.
- It is never too late to ask for help.

Whose fault is sexual abuse?

Sexual abuse is always the fault of the abuser. Children should never be blamed for sexual abuse.

Conclusion

"The video has shown us a few ways that boys can be put in situations that might lead to sexual abuse. You need to know that most people will stop sexual abuse if you say 'No!' I want each of you to practice saying 'No!' as you would if you were afraid of being sexually abused. You should say it almost like a dog barks: 'No!'—short and loud, but not shrill or screaming. When I count to three, say 'No!'" [Have boys say it.] "One more time. And again.

"For parents, I want to call your attention to the BSA publication 'How to Protect Your Children from Child Abuse: A Parent's Guide,' which is inserted in the front of each of the *Tiger Cub*, *Wolf, Bear*, and *Webelos* handbooks. This booklet contains more information about child abuse and includes some exercises that you and your son may discuss.

"Thank you all for participating in this meeting. If any of you want to use this video in your home with your family, it is available at the local council service center."

LEADERS—CHAPTER 28

UNIT LEADERSHIP ENHANCEMENTS

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PURPOSE

Unit Leadership Enhancements are short training discussions intended to help better equip pack leaders to conduct a quality Cub Scout program. These do not replace, but complement, the more formal Basic Leader Training, Cub Scout leader roundtable, and Cub Scout leader pow wow or University of Scouting offered in the district or council. All of these training experiences are a vital part of each leader's personal growth and effectiveness and should be included in his or her plans.

METHOD

Conduct a short discussion and exercise during each pack leaders' meeting as a regular new business item. These discussions should be based on the *Cub Scout Leader Book,* and each leader should own a copy.

Each month, the designated leader, such as the pack trainer, uses one of the Unit Leadership Enhancement outlines to lead a discussion with the other leaders following along in their copies of the *Cub Scout Leader Book.*

Conduct the associated exercise and then follow through with the action plan you develop. The exercises and action plans are intended to immediately improve pack program in the chosen area.

Choose the topic and designate the leader for next month's pack leaders' meeting. All leaders should have input on the choice. All leaders then read the preparation assignment before the next pack leaders' meeting.

RESULT

You should see immediate improvement in your area of choice. These discussions will strengthen your pack's program. With a better program, Cub Scouts and their families will become more involved and supportive. Ultimately, the boys' character will be affected positively, and they will more likely transition to Boy Scouting.

TOPICS

Fifteen topics are present below from which pack leaders can choose. In some cases, a topic is more appropriate for discussion at a particular time of the year, so review them all before deciding.

1—Advancement

Purpose

This discussion will help Cub Scout leaders understand the purpose of the advancement program and their responsibilities in carrying it out. A properly planned advancement program builds character in boys and helps achieve the purposes of Cub Scouting.

Preparation

Read Chapter 18, "Advancement."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Various leaders take turns reading aloud the introductory paragraphs of Chapter 18. Include the first paragraph under "How the Advancement Program Works." Reemphasize that advancement is a means to an end, not an end in itself.
- Review the responsibilities of each leadership position as described under "How the Advancement Program Works."
- Review the material under "How Fast Should a Boy Advance?" Reemphasize that advancement is *doing*, not *getting*.
- Review the material under "Ranks and Badges." Emphasize the principle of Cub Scouting ranks being set up by age and grade.

Exercise

Conduct a discussion of the Advancement Checklist found in Chapter 18.

Action Plan for Advancement

Ask participants to do the following:

- From the results of the exercise, list three areas to improve over the next few months.
- Discuss concrete steps for implementing improvement in each of the three areas.
- Identify who should be involved in each improvement area.
- Set deadlines and begin working on improving your pack's advancement program.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

2—Annual Program Planning

Purpose

This discussion will give leaders additional tools to use when planning their pack program. It will help them make the program fun and exciting and ensure that each den has a coordinated contribution to make. *Note:* Cover this topic in May or June.

Preparation

Read through Chapter 24, "Program Planning."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Take turns reading aloud the introductory paragraphs of Chapter 24. Note that the prime objective is to deliver a balanced, high-quality Cub Scouting program to each boy.
- Review "Ten Elements of Planning." Discuss any points that bring up questions.
- Turn to "Program Planning Steps." Review the three planning meetings and have leaders discuss the use of these meetings in the pack.
- Under "Annual Pack Program Planning Conference," read aloud the first four paragraphs and the "End Result."

Exercise

Review the steps listed under "Preparing for the Conference." Discuss how these can be accomplished.

Action Plan for Annual Program Planning

Have participants do the following:

- Set a date for the annual pack program planning conference.
- Make leader assignments based on the exercise.
- Make sure the pack committee chair and Cubmaster begin planning the conference according to "How to Conduct the Conference."
- Hold the conference and implement the resulting plans.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

3—Character Development

Purpose

This discussion will help leaders understand how Cub Scouting is designed to help boys develop good character traits and learn positive core values.

Preparation

Read Chapter 4, "Character Development." Review a few Character Connection advancement requirements in the boys' handbooks.

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Various leaders read aloud the introductory paragraphs of Chapter 4.
- Review the information under "What Is Character and How Is It Developed?"
- Name the 12 core values and discuss how they can be emphasized in the program.
- Review the three parts of a Character Connection and find some Character Connection advancement requirements in the boys' handbooks.
- Read the three myths about character development.

Exercise

Role-play four Character Connection advancement requirement discussions. Use one in each of the boys' handbooks: *Tiger Cub*, *Wolf*, *Bear*, and *Webelos*.

Action Plan for Character Development

- Decide which core value will be emphasized at the next pack meeting.
- Review *Cub Scout Program Helps* for the theme of the month and determine which core values relate to the theme. Plan to do the suggested activities that emphasize the value.
- Determine a time when parents will be told about the importance of Character Connections in working with their boys' advancement.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

4—Cub Scout Camping

Purpose

This discussion will help pack leaders be aware of camping opportunities approved for Cub Scouts and review the health and safety guidelines related to Cub Scout camping.

Preparation

Read Chapter 33, "Cub Scout Camping."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Read the positive effects of camping for Cub Scouts in "Introduction to Cub Scout Camping" in Chapter 33.
- Review the guidelines under "Camping Health and Safety" and "Standards for Privacy on Trips or Outings."
- List the six types of Cub Scout camping opportunities.
- Review and discuss information under "Planning the Pack Overnighter."
- Review the six Leave No Trace frontcountry guidelines found in Chapter 32.

Exercise

Briefly plan a pack overnighter for your pack. Set the date and place.

Action Plan for Cub Scout Camping

- Determine the attendance dates for day camp or resident camp for dens in your pack.
- Appoint a leader to attend the next Basic Adult Leader Outdoor Orientation (BALOO) held in your council.
- Appoint a planning team to plan and conduct the pack overnighter.
- Identify the Webelos den leaders who need Outdoor Leader Skills for Webelos Leaders training, which they should attend before holding any Webelos den overnight campouts.
- Get commitments from Webelos den leaders to hold a Webelos den overnight campout.
- Plan how the pack will support the Webelos dens holding the den overnight campout.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

5—Family Involvement

Purpose

This discussion will help leaders find ways to strengthen parents' involvement in den and pack activities. Communication among family members will be improved.

Preparation

Read Chapter 5, "Family Involvement."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.

- Read aloud the introductory paragraphs of Chapter 5.
- Read aloud the first paragraph in "The Family's Responsibilities." Have various leaders read aloud the examples of family involvement.
- Have leaders read aloud the main points of "Pack Responsibilities."
- Discuss the main points of "Developing Family Cooperation."

Action Plan for Family Involvement

- Choose a date to hold a pack adults' meeting. The Cubmaster, pack committee chair, and pack trainer should plan this meeting. Include in your plans the videotape *Cub Scout Orientation.*
- Encourage Tiger Cub, Cub Scout, and Webelos den leaders to plan and hold a den adults' meeting.
- Assign two pack leaders as a team to make an in-house visit to at least three new families to discuss Cub Scouting and their roles as new Cub Scout families.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

6—Leadership Training

Purpose

This discussion will make leaders more aware of the district's and council's leadership training programs and the benefits to leaders and the pack from their full participation.

Preparation

Read Chapter 26, "Cub Scout Leader Training." Get a schedule of the training courses offered in your district and council.

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Various leaders read aloud the introductory paragraphs of Chapter 26.
- Review "Fast Start Training" and "Basic Leader Training."
- Review roundtable and pow wow information under "Supplemental Training."
- Mention that this series of Unit Leadership Enhancements is supplemental training for all pack leaders.

Exercise

Make a list of all your leaders, and list the training courses they have completed.

Action Plan for Leadership Training

- Determine which leaders have not completed Fast Start Training. Within the next week, arrange for them to borrow the Cub Scout Leader Fast Start videotapes, with the *Viewer Guide,* and watch the section that pertains to their position.
- Determine which leaders have not completed Basic Leader Training. Get a commitment from them to meet with the pack trainer for position-specific Basic Leader Training or to discuss attending the next scheduled Basic Leader Training course held in the district or a neighboring district.
- Plan for all leaders to attend the next monthly Cub Scout leader roundtable. Arrange car pooling now.
- Plan for all leaders to attend the next pow wow or University of Scouting.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

7—Membership

Purpose

This discussion will help the pack grow in an organized and thoughtful way. Pack leaders will be able to plan for leadership needs and be prepared for shifts in your neighborhoods. *Note:* This topic should be discussed before the district membership drive in the fall or spring.

Preparation

In Chapter 10, "Den and Pack Management," read "Recruiting Youth Membership." In Chapter 23, "Leadership," read the information on the membership and reregistration chair under "Pack Committee."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting in Chapter 2.
- Review the membership and reregistration chair function in Chapter 23. Confirm that someone on the pack committee is handling this function.

- Have someone read aloud the first paragraphs of "Recruiting Youth Membership" in Chapter 10.
- Discuss the information under "Rally Night for Cub Scouting and Roundup" in Chapter 10. Review the "Suggested Roundup Agenda" and "Organizing Dens."

Exercise

Complete the "Pack Leadership and Membership Inventory Tally Sheet" in Chapter 10. Note the number of boys, dens, and leaders that need to be recruited.

Action Plan for Membership

- On the basis of the exercise, decide which recruiting emphasis is the highest priority. (Having enough pack leaders should be the first consideration; bringing existing dens up to ideal size is the easiest to accomplish; forming additional dens brings the greatest overall results.)
- If someone does not already function as the membership and reregistration committee member, appoint one now.
- Set dates for conducting a census and any other recruiting meetings.
- Execute the recruiting plans and bring the pack to a new level of excitement.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

8—National Awards

Purpose

This discussion will help the pack implement fun, year-round programs for its dens. As a result, the dens will be stronger.

Preparation

Read the requirements for the Centennial Quality Unit Award application (No. 14-190), which is found in your pack's charter renewal packet. Read the requirements for the National Den Award, found in Appendix 1 (page 34-33). Read the requirements for the National Summertime Pack Award found in Appendix 1 (page 34-35).

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Have leaders read aloud the requirements for the Centennial Quality Unit Award.
- Review the information under "National Den Award" in Chapter 29, "Den and Pack Activities." Review the requirements for the award.
- Review the information under "National Summertime Pack Award" in Chapter 29. Review the requirements for the award.

Exercise

Discuss the requirements for the Centennial Quality Unit Award. Determine how your pack can earn the award.

Action Plan for National Awards

- Decide to earn the Centennial Quality Unit Award this program year.
- Decide to earn the National Summertime Pack Award this program year.
- Decide on the 12-month period during which dens can earn the National Den Award.
- Get commitments from den leaders to earn the National Den Award and to help their den earn the den participation ribbon for the National Summertime Pack Award.
- Plan how the pack will support dens in earning each of these three awards.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

9—Pack Budget Plan

Purpose

This discussion will help pack leaders gain control over pack finances and provide for required expenses; it will also allow for planning and carrying out a pack program that achieves the purposes of Cub Scouting. *Note:* This topic should be covered during the month after the annual pack plan has been discussed.

Preparation

Read Chapter 11, "Pack Finances."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Take turns reading aloud from "Financing the Pack" in Chapter 11.

- Discuss the first two paragraphs of "The Pack Budget Plan." Pay particular attention to the second one, and discuss the real purpose of the budget plan—to teach boys to handle money and accept financial responsibility.
- Review "Suggested Budget Items."
- Discuss the information under "Collecting Den Dues."
- Review the points covered in "Pack Money-Earning Projects." Review the Unit Money-Earning Application in Appendix 1 (page 34-45).
- Discuss the donation opportunities under "World Friendship Fund" and "Friends of Scouting (FOS)."

Exercise

Take a few minutes to run through some estimates of a budget, using the budget worksheet found in Chapter 11.

Action Plan for Pack Budget Plan

- Assign one member of the committee to work with the pack treasurer to begin gathering information to use with a final budget worksheet.
- If a weekly den dues collection is not already in place, agree to start one with the adoption of the new budget.
- Present the budget to pack parents and the chartered organization.
- Follow the budget to offer a quality program for boys and to have the necessary funds on hand for expected expenses.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

10—Pack Committee

Purpose

This discussion will make leaders aware of the various responsibilities that a fully functioning pack committee should carry out. It should be easy to identify functions that are not currently being handled. Develop an action plan to secure the necessary leadership to bring the committee to full strength.

Preparation

Read Chapter 23, "Leadership." Pay particular attention to "Cub Scout Leadership Qualifications and Responsibilities." Read Chapter 9, "Pack Relationships." Get a copy of "Selecting Cub Scout Leadership" (No. 13-500) from the local council service center or Scout shop.

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Have the leaders turn to Chapter 23 and read the first paragraphs.
- Have them turn to "The Leadership Team" and read the first paragraph.
- Review the "Problem-Solving Tips" under "The Leadership Team."
- Read the headings of the different relationship functions in Chapter 9.
- Turn to "Cub Scout Leadership Qualifications and Responsibilities" in Chapter 23. Have each leader find the information for his or her position.
- Read the first two paragraphs of "Pack Committee Functions" (Chapter 23). Have various leaders read aloud the points under "Responsibilities."
- Review the pack committee functions of secretary, treasurer, advancement chair, public relations chair, outings chair, and membership and reregistration chair in Chapter 23.
- Review the brochure "Selecting Cub Scout Leadership."

Exercise

Identify the "most important" unfilled function on the pack committee. List the most likely candidates for the position.

Action Plan for Pack Committee

- Choose one or two other leaders to work with the pack committee chair as a "selection team."
- Contact the chartered organization representative and set an appointment to discuss pack leadership needs.
- Follow the steps outlined under "Selecting Leaders" in Chapter 10 and in the "Selecting Cub Scout Leadership" brochure to secure a new pack committee member.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

11—Pack Meetings

Purpose

This discussion will help leaders find ways to make monthly pack meetings more fun and interesting. As a result,

parents will be more interested and involved, and Cub Scouts will look forward to each meeting.

Preparation

Read "The Pack Meeting" in Chapter 24, "Program Planning."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Have various leaders read aloud the introductory paragraphs of Chapter 24.
- Review "Who Is Responsible?" under "The Pack Meeting." Discuss the last paragraph.
- Various leaders read aloud the "Elements of a Good Pack Meeting." Discuss any items that spark interest.
- Briefly review the parts of a pack meeting listed in "Seven Parts of a Pack Meeting."

Exercise

Test an upcoming pack meeting against the Pack Meeting Planning Sheet in Appendix 1 (page 34-35).

Action Plan for Pack Meetings

- Plan to have leaders attend next month's Cub Scout leader roundtable to get ideas for the following month's pack meeting.
- Arrange for the Cubmaster to attend the pack meeting of an established pack.
- Use the "Elements of a Good Pack Meeting" and the Pack Meeting Planning Sheet to make changes to a typical pack meeting. Remember to involve parents in the plans.
- Conduct the next pack meeting according to this plan.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

12—Planning Special Events

Purpose

This discussion will make pack leaders aware of several special events that can enhance the pack program. Special planning steps will be discussed.

Preparation

Read "Planning Special Pack Activities" in Chapter 29, "Den and Pack Activities." Review Chapter 32, "Outdoor Activities." Read "Elements of Planning" in Chapter 24, "Program Planning."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Review the "Elements of Planning" in Chapter 24.
- Review the 15 guidelines under "Planning Special Pack Activities" in Chapter 29.
- Review activities that could be held during Scouting Anniversary Week.
- Discuss the parts of a blue and gold banquet.
- Review the four kinds of Cub Scout derbies.
- Briefly discuss outdoor activities appropriate for Cub Scouts. (See Chapter 32.)

Exercise

Make a list of special pack activities or events that a pack could conduct or attend.

Action Plan for Planning Special Events

- Choose one of the special activities from the annual pack plan or from those discussed.
- Appoint a planning team to use the steps reviewed in the exercise.
- Plan and conduct the special activity.
- Determine whether any special training is required for any leaders of the planned activity, such as training in Basic Adult Leader Outdoor Orientation (BALOO), Safe Swim Defense, or Safety Afloat.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

13—Policies of the BSA

Purpose

This discussion will help alert leaders to the significant policies that guide actions and activities for all leaders and members of the Boy Scouts of America.

Preparation

Read through Chapter 8, "Policies of Cub Scouting." Review Chapter 13, "Health and Safety," and Chapter 12, "Uniforms and Insignia."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Read and discuss the introductory paragraphs of Chapter 8. Remember: The program is flexible; the policies are not.
- Review the following in Chapter 8: "Trips and Outings," "Tour Permits," "Drug, Alcohol, and Tobacco Use," "Commercialism," "Unit Money-Earning Projects," Contributions," "Political Questions," "Religious Principles," "Members With Disabilities," "Uniform Rules and Regulations," and "Unit Membership."
- If time permits, review Chapter 13, "Health and Safety."
- If time permits, review Chapter 12, "Uniforms and Insignia."

Exercise

Reflect on current activities as they relate to these policies.

Action Plan for Policies of the BSA

- Plan and conduct a pack uniform inspection.
- List any deficiencies in current pack activities and procedures.
- Bring activities and procedures into compliance with stated BSA policies.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

14—Program Evaluation

Purpose

This discussion will help pack leaders evaluate the pack program objectively so that the pack can build on its strengths and strengthen its weaknesses.

Preparation

Read "Evaluating the Den and Pack Programs" in Chapter 24, "Program Planning."

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Have various leaders read aloud the introductory paragraphs of "Evaluating the Den and Pack Programs."
- Review the "General Evaluation Principles" at the end of the introductory paragraphs.
- Discuss several of the points under each of the following: "Evaluating From the Boys' Point of View," "Evaluating Program," "Evaluating Leadership," "Evaluating Advancement," and "Evaluating Management." Record any "no" responses.

Exercise

Review the "no" responses from the discussion. Explore which seem to be the most important, and choose one from each subsection.

Action Plan for Program Evaluation

- Choose one important "no" from each subsection referred to above.
- Appoint a team of at least two leaders for each "no" response to research and report back at the next meeting on potential plans for improvement.
- Follow through on the plans in each area.
- Decide on next month's Unit Leadership Enhancement topic and choose he discussion leader. Encourage everyone to read the preparation assignment.

15—Youth Protection

Purpose

This discussion will help pack leaders become more aware of their responsibilities as leaders and help them provide a sense of safety and security for the boys in the pack.

Preparation

Read Chapter 27, "Youth Protection." Inquire about the next scheduled Youth Protection training in the district. Find out about the availability of the videotape *It Happened to Me.* Review an adult membership application.

Discussion

- Have all leaders read aloud the purposes of Cub Scouting found in Chapter 2.
- Discuss the various definitions and descriptions of child abuse listed in Chapter 27.
- Read aloud the first two paragraphs of "Indicators of Child Abuse."

- Take turns reading aloud the headings under "Responding to an Abused Child."
- Review an adult membership application and discuss how it is a tool to help maintain BSA leadership standards.

Exercise

Read and discuss "BSA Youth Protection Policies" in Chapter 27.

Action Plan for Youth Protection

- Ensure that all leaders are registered and have completed an adult membership application.
- Schedule attendance for all leaders at the next Youth Protection training in the district.
- Plan and conduct a meeting centered around the videotape *It Happened to Me.* Use the meeting guide in Chapter 27.
- Evaluate your program. Bring all activities and procedures into compliance with BSA Youth Protection policies.
- Decide on next month's Unit Leadership Enhancement topic and choose the discussion leader. Encourage everyone to read the preparation assignment.

DEN AND PACK ACTIVITIES

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CUB SCOUT ACTIVITIES

Cub Scouts enjoy a variety of activities. Cub Scouting uses activities to achieve the aims of Scouting—citizenship training, character development, and personal fitness. Many of the activities happen right in the den and pack. The most important are the weekly den meetings and the monthly pack meetings; these meetings should be filled with fun and exciting new things to do.

In addition to these meetings, Cub Scouts enjoy other types of activities, which this chapter will explore. A well-rounded, year-long program will keep boys growing strong in mind and body and having fun at the same time.

NATIONAL DEN AWARD



The National Den Award recognizes dens that conduct a quality, year-round program. It can be earned only once in any 12 months. The 12-month period (charter year, calendar year, etc.) is determined by the pack committee.

Service projects, Cub Scout Academics and Sports, field trips, character development, and Cub Scout camping are areas that are emphasized. Dens earn the award as a team, not as individual den members. The recognition is a ribbon for the den flag or den doodle.

See the list of requirements in Appendix 1 (page 34-33). Once the requirements are completed as stated, the signed National Den Award application is sent to the local council service center where the ribbon can be obtained.

NATIONAL SUMMERTIME PACK AWARD





Your pack can qualify for the National Summertime Pack Award certificate and streamer by planning and conducting three pack activities—one each in June, July, and August. This award can be an incentive for greater attendance at your summer pack activities.

Qualifying packs receive a colorful streamer for their pack flag. Dens with an average attendance of at least half their members at the three summer pack events will be eligible for a colorful den participation ribbon. Boys who participate in all three pack events are eligible to receive the National Summertime Pack Award pin, which they can wear on the right pocket flap of their uniform. This is an individual recognition for boys, not adults.

The purpose of the National Summertime Pack Award is to encourage packs to provide a year-round program by continuing to meet during the time periods when school is out of session for several weeks or months. If your pack is in a "year-round school" (or is part of a home-school association) where there are several three- to four-week breaks at various times during the year, you could earn the Summertime Pack Award by having a special pack activity during those breaks. If your pack conducts a special activity during three of these breaks, it can also qualify for the Summertime Pack Award.

RELIGIOUS EMBLEMS PROGRAM

The Scouting movement encourages its members to be faithful in the practice of their religion. The Cub Scout Promise, Scout Oath, and Venturing Oath all call upon members to pledge themselves to do their duty to God.

The Boy Scouts of America does not define what constitutes a belief in God or the practice of religion. Rather, it provides a program and ideals that complement the aims of all religions, with the result that religious organizations are the single largest category of chartered organizations for packs, troops, teams, and crews.

Most of the major religious bodies in the United States have programs to recognize Cub Scouts who demonstrate faith, observe their creeds or principles, and give service. The religious emblems are not Scouting awards. They are presented by religious groups to boys who work with their religious leader or counselor on a program of requirements that often takes a year or more to complete. (See "Duty to God," No. 5-879, or go to www.scouting.org/awards/religious/awards/index.html for more information.)

In most cases, a Cub Scout may start work on a religious emblem as soon as he joins the pack. However, some religious bodies require him to achieve a certain rank or tenure before he can start work on the emblem.

Religious emblems are worn on the uniforms at special events. They are worn on occasions such as the blue and gold banquet, troop courts of honor, uniform inspections, recognition dinners, and other formal occasions.

For informal occasions, boys may wear the square knot (silver knot on a purple background) centered above the left uniform pocket. Adults who earned a religious emblem as a Cub Scout may wear this same square knot, with the Cub Scout device centered on the knot.

For some religious organizations, religious emblems for adult Scouters are presented for exceptional service to boys through the religious organization and Scouting. Those who receive an adult religious emblem may wear the square knot (purple knot on a silver background) centered above the left uniform pocket.

NATIVE AMERICAN EMPHASIS

Most Cub Scout–age boys enjoy activities that incorporate the lore of native Americans, and some of the most popular Cub Scout themes highlight native American cultures.

Den and pack activities can demonstrate that native Americans have a profound history and heritage. Emphasis should be on their authentic cultures and traditions, and *not on popular myths that have been portrayed in the media.* Packs can also help boys and their families understand that native Americans are a significant presence in America today.

Pack leaders should not encourage boys to "play Indian." Although this may be entrenched in our backgrounds, it often is seen as mockery, can be offensive. For example, boys can be excited about making authentic tribal clothing, but packs should discourage such things as Indian-style Halloween costumes. A den might sit in a circle with an American Indian to learn about his or her heritage, but Cub Scouts should never run in circles whooping it up with feathers in their headbands.

Cub Scouting can also help families appreciate the importance of tribal diversity. Most native Americans think first of their tribal identity and only second about being a native American. Don't lump all Americans together! Learn about the Pima or Choctaw or Sioux—or any of the more than 300 recognized tribes in our country today, or about the people native to Hawaii or Alaska. Learn about the groups in your area.

Avoid any native American activity that has a religious connotation. For instance, it would be disrespectful for dens or packs to stage religious dances or ceremonies. When in doubt, call on a native American consultant and use up-to-date references. (Some tribes have Web sites with contact information.) Help the pack be authentic and avoid activities that could offend others.

CHARACTER DEVELOPMENT EMPHASIS

Cub Scouting's emphasis on character development can help strengthen the part of a boy's education concerned with values. Values education is nothing new to Cub Scouting. Scouting ideals are incorporated in the Cub Scout Promise and Law of the Pack, and many Cub Scout activities reinforce ethical behavior.

Each of the boys' handbooks has requirements that are designated as Character Connection advancement requirements. These activities relate to certain ethics and values that help build character in boys. As boys complete advancement and elective requirements for their ranks in Cub Scouting, they participate in many activities in which they experience ethical decision-making opportunities and values are reinforced. Character Connection advancement requirements are specific and allow boys and families to identify the specific values emphasized.

Character development activities reinforce traditional Cub Scouting methods. Learning by doing is a typical Cub Scouting method. Cub Scouts learn physical skills, mental skills, and even social skills through practice. In the same way, moral development happens through experience and practice. Through sharing and talking about the activities, boys are encouraged to think a little more deeply about what they do and how it affects them and other people.

For more information on character development and Character Connections, see Chapter 4, "Character Development."

ACTIVITIES FOR CUB SCOUTS WITH DISABILITIES

When conducting an activity with a Cub Scout who has a disability, keep everything as close as possible to the basic program, which is designed to achieve its objectives to serve all boys.

A Cub Scout once said: "I have epilepsy. What's your disability?" Every one of us has some type of "disability"—it might be a poor attitude, a poor sense of responsibility, or something else that keeps us from doing things other people can do. It helps to remember this comment when working with special boys.

One of the first steps in working with boys who have disabilities is to realize that they are more like other boys than they are different. Find out their abilities as well as their limitations. Plan activities in which all boys can participate. Boys with special needs are just as eager for adventure as other boys, and they need challenges to have a satisfying experience.

Often, a boy with a disability will be limited in what he is able to do, and he himself will be aware of any limitations he might have. Boisterous games or activities that require vigorous physical stamina might be beyond his capability. He needs quiet encouragement and opportunities to do the things he can do. Such a boy could be given the job of helping score or act as a judge or referee. Boys in wheelchairs can often go on hikes, with other boys taking turns pushing his wheelchair if needed.

A new den member who has special needs should be welcomed into a den with other boys. The den leader should spend some time acquainting the rest of the den members with his disability. An awareness game is a good way to build understanding. For more information on how to deal with boys who have special needs, see Chapter 17, "Cub Scouts With Disabilities," and information in the *Cub Scout Leader How-To Book.*

ACTIVITIES IN DENS AND PACKS

Many of the activities that boys enjoy can be done in a den or pack setting. All activities should be done in a positive way that builds boys' self-esteem and self-confidence. (See Chapter 3, "Cub Scouting: A Positive Place.")

This chapter will highlight several types of activities; however, more activities should be part of a boy's program in Cub Scouting besides these. (See Chapter 30, "Cub Scouting's BSA Family Program"; Chapter 31, "Cub Scout Academics and Sports Program"; Chapter 32, "Outdoor Activities"; and Chapter 33, "Cub Scout Camping.")

Ceremonies

Ceremonies play an important part in our lives. We have ceremonies to celebrate birthdays, holidays, graduations, weddings, and religious and many other special occasions. Ceremonies are an important part of Scouting. (See *Cub Scout Ceremonies for Dens and Packs,* No. 33212, for detailed guidelines and ceremony examples.)

Den Ceremonies

Use simple ceremonies to open and close den meetings and to mark important events in the lives of the boys and the den. Den ceremonies should be short—no longer than two or three minutes—and varied; the same opening and closing each week will become boring. Ceremonies are usually built around everyday experiences. Occasionally, the boys should have a chance to help plan and lead den ceremonies.

Here are some of the types of den ceremonies to consider using:

- **Opening.** An opening ceremony, often a flag ceremony, signals the beginning of the den meeting.
- **Progress Toward Ranks ceremony** can acknowledge a boy's progress toward his rank advancement.
- **Denner installation ceremony** recognizes a boy leader and the importance of this position in Cub Scout and Webelos dens.
- **Special recognition ceremonies** can mark special events such as birthdays and holidays.
- **Closing ceremonies** can emphasize Cub Scouting's ideals and bring a quiet, inspirational end to the den meeting.

Pack Ceremonies

Ceremonies are also an important part of pack meetings and can be used to emphasize Cub Scouting's ideals. Use pack ceremonies to open and close meetings, help develop the monthly theme, and promote advancement. These ceremonies can recognize boys, leaders, and family members for special awards, service, or tenure.

Here are some of the types of pack ceremonies to consider using:

- **Opening ceremonies** set the stage for the pack meeting and can be related to the monthly theme.
- **Flag ceremonies** teach boys how to handle and present the American flag in a special way.
- **Induction ceremonies** welcome new boys and their families into the pack.
- **Advancement ceremonies** celebrate the completion of requirements for Bobcat, Tiger Cub, Wolf, Bear, and Webelos ranks and for the Arrow of Light Award.
- **Graduation or transition ceremonies** can be used when boys transition from one program to another on the Scouting trail.
- **Recognition ceremonies** are used to recognize leaders, den chiefs, boys, or family members for special service, activities, or tenure.
- **Closing ceremonies** bring the meeting to a close and send everyone home with inspirational ideas to remember.

Other ceremonies can be used to recognize a variety of events or awards:

- Arrow Points
- Tiger Track beads
- Webelos activity badges
- Academics and Sports belt loops and pins
- World Conservation Award
- Cub Scouting's Leave No Trace Awareness Award
- National Summertime Pack Award
- BSA Family Award
- National Den Award
- Centennial Quality Unit Awards
- Charter presentation
- Pack tenure awards—25-year or 50-year anniversary awards
- Individual tenure awards—Service stars or veteran recognitions

Remember that ceremonies, like all Cub Scout activities, should be positive and meaningful experiences that reflect the values and aims of Scouting. Refrain from portraying activities that might be interpreted as hazing. For more background on this subject, see Chapter 3, "Cub Scouting: A Positive Place," and Chapter 18, "Advancement."

Crafts

Crafts are an important part of Cub Scouting because they help a boy

- Learn new skills
- Follow directions
- Work with his hands
- Appreciate and value materials
- Use and care for tools

Crafts and projects in Cub Scouting may relate to the monthly theme; relate to achievements, electives, or activity badges; or be done just for fun. Completed craft projects are displayed at the pack meeting for all to see.

Boys usually start their craft projects during the den meeting and complete them at home with help from their families. However, den leaders should be alert and help any boys who don't have that type of help at home.

The monthly theme is designed to suggest opportunities for handicrafts and other activities. For a well-rounded program, two den meetings might be devoted to crafts. The other two can be devoted to games, fitness activities, a trip, or a service project.

Most dens operate on limited funds, so craft projects should be simple and inexpensive. Scrap materials can be put to good

use and are readily available at little or no cost. Some den leaders ask boys to bring scrap materials or equipment from home. All den families can help fill a den craft supply box. When tools are needed for crafts and projects, call on a parent, neighbors, or other adults to help.

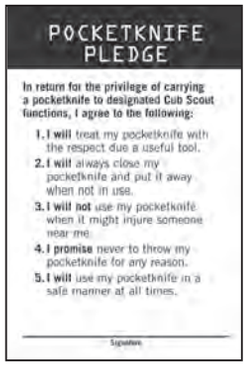
Teach boys the proper use and care of tools and provide a suitable working area. Inadequate tools and dull tools are dangerous. Tools are replaceable—boys are not. Per "Age-appropriate Guidelines" in the *Guide to Safe Scouting,* use only simple hand tools and avoid power equipment when working with Cub Scout–age boys. (See Chapter 13, "Health and Safety," for guidelines on workshop safety.)

Boys need freedom to create individual designs. This generally will rule out the use of kits and preformed materials. At times, each boy may choose those things that interest him most. There will be other times when all boys in the den are working on the same project, each in his own individual way.

Using Pocketknives

When den or pack activities involve the use of a pocketknife, Cub Scouts should learn safety rules as well as the proper use and care of this helpful tool. Cub Scouts and Webelos Scouts may earn the right to carry a pocketknife to designated Scouting functions by completing requirements for the Whittling Chip card. For additional information on knife safety, see Chapter 13, "Health and Safety."



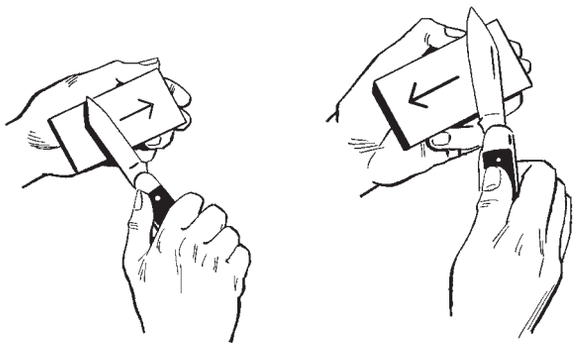


Pocketknife Safety Rules

A knife is a tool, not a toy.

- Know how to sharpen a knife. A sharp knife is safer because it is less likely to slip and cut you.
- Keep the blade clean.
- Never carry an open pocketknife.
- When you are not using your knife, close it and put it away.
- Keep your knife dry.
- When you are using the cutting blade, do not try to make big shavings or chips. Easy does it.
- Make a safety circle: Before you pick up your knife to use it, stretch your arm out and turn in a circle. If you can't touch anyone else, it is safe to use your knife.

Sharpening a Knife. Lay the blade on a sharpening stone as though you were going to shave a thin sliver from the stone. Push the blade forward. Turn the blade over and shave the stone toward you. It is not necessary to push down hard. Continue this back and forth action until the edge is sharp along its whole length.



Den Yells

Den yells, created by the boys and their leaders, help develop and maintain den spirit. The yells provide a way for boys to be united with their den and express themselves at a pack meeting or pack activity.

When making up a den yell with the boys, remember to make it simple and rhythmic. Yells should end in a word or phrase that the boys can shout. Many high school and college cheers can be adapted to den yells. Here are two examples:

Two, four, six, eight,

Who do we appreciate?

Den One! Den One! Den One!

One, two, three, four,

What den do you cheer for?

Which den can you hear more?

Den Four! Den Four! Den Four!

Field Trips

Boys enjoy visiting museums, business establishments, parks, and other attractions. These field trips can help bring a monthly theme or activity badge to life by allowing boys to experience firsthand the things they have been learning about.

Before embarking on any trip, however, you must follow some procedures to ensure the safety of everyone involved. See Chapter 32, "Outdoor Activities," for guidelines on planning den and pack trips and Chapter 13, "Health and Safety," for transportation policies.

Games

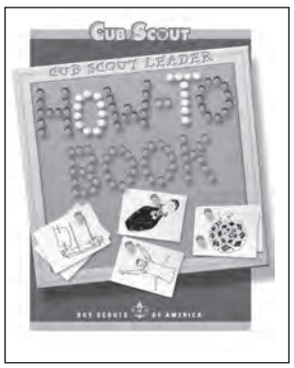
Mention the word *game* to most boys, and their eyes light up with anticipation. Games are an important part of Cub Scouting because they help a boy

- Develop skills, body control, and coordination
- Learn good sportsmanship, self-confidence, and patience
- Develop consideration for others
- Learn to follow rules, to wait their turn, and to respect the rights of others
- Give-and-take and play fair

Playing games can help a boy improve physical and mental health. Growing muscles and minds need exercise. Watch a Cub Scout sometime—he never walks when he can run, never runs when he can climb, never climbs when he can jump. His mind travels rapidly, bouncing from one thing to another—from firefighter to cowboy, from engineer to astronaut, and back to a pirate walking the plank, falling in the ocean, and coming out as a deep-sea diver with a treasure chest under his arm.

Den chiefs can be a big help leading games in both den and pack meetings. They will have some good ideas to help stimulate the imaginations of the younger boys. Remember that when teaching and leading games, rules should be followed so that everyone will enjoy the game more.

The choice of games is determined by the number of players, the space available, and the desired outcome. Some games, with a small number of players, are best for den meetings. Other games, with larger numbers of players, are more suitable for pack meetings.



Boys enjoy seeing their families involved in pack games. Some games require plenty of room and are best played outdoors. Some games are just for fun and allow boys to use excess energy. Others are quiet games that require concentration. Homemade games are also fun for boys to make and play. Choose the game that best fits the situation. See the *Cub Scout Leader How-To Book* for ideas, as well as other BSA resources, such as *Cub Scout Program Helps,* the *Webelos Leader Guide,* the *Den Chief Handbook*, and *Group Meeting Sparklers.*

The Den Game Chest

Some dens have a den game chest that holds equipment for a variety of different games. Begin accumulating odds and ends for the den game chest now. As you try new games, boys can bring scrap items from home to be used in the game and then stored in the game chest for future use.

Keep game instructions on 3-by-5-inch index cards for easy reference and store them in the game chest, too. To keep them clean and in good condition, laminate the card or cover it with clear adhesive plastic. You might also punch a hole in one corner and store them on a split-ring or key chain.

The chest can be a cardboard box, or something sturdier, if desired. Whatever you use, it is helpful for all game materials and equipment to be stored in one place, easily accessible to the den.

Suggested Items for a Den Game Chest

- Ball of string
- Balloons
- Beanbags
- Chalk
- Checkers
- Clothesline
- Clothespins
- Curtain rod rings
- Playing cards
- Craft feathers
- Golf tees
- Marbles
- Muffin tin
- Paper cups
- Paper sacks
- Pie pans
- Foil
- Plastic spoons
- Rope
- Rubber balls
- Rubber jar rings
- Straws
- Table-tennis balls
- Tin cans
- Toothpicks
- Tossing boards
- Umbrella
- Washers
- Whistles
- Wide-mouthed jar
- Work gloves

Service Projects

The foundation for helping boys become good citizens is to teach them the value of service to others. Individual, den, and pack service activities are vehicles for helping Cub Scouts grow into caring, responsible citizens.

When planning service activities for Cub Scouts, consider that service activities

- should be genuinely useful,
- should get young people directly involved with the people they are helping,
- may be challenging but must be appropriate for the developmental level of the boys,
- should include a clear explanation about what needs to be done,
- require good supervision from caring, well-informed adults,
- should end with a time for reflection so boys can evaluate the positive effect of what they have experienced.

Service activities may help the natural world, the community, or the chartered organization. Here are suggestions of some service activities appropriate for Cub Scout–age boys:

1. **Helping the natural world**
   - Pick up litter around the community.
   - Clean up debris by a stream.
   - Plant seedlings or flowers.
   - Recycle glass, paper, aluminum, or plastic, depending on the needs and recycling program of your community.
   - Make bird feeders.
2. **Helping the community**
   - Provide a flag ceremony for a school.
   - Collect food for food banks.
   - Make cards for a care center.
   - Clean up a church parking lot.
   - Shovel snow or rake leaves for seniors.
   - Distribute voting reminders.
   - Distribute emergency procedure brochures.
   - Recycle family newspapers.
3. **Helping the chartered organization**
   - Conduct a cleanup project.
   - Plant and care for trees.
   - Provide a flag ceremony.
   - Help set up for a special event.
   - Distribute programs or bulletins at a meeting of the organization.

These are only a few ideas for service projects. You'll find more in *Cub Scout Program Helps* and other Scouting literature.

Take extra care with some certain service projects, especially those involving the clean up of litter and debris. Conduct projects during daylight hours, and avoid taking boys out at dusk or early daylight. Boys should wear work gloves, reflective vests, or other appropriate safety equipment to avoid injury. Also, arrange for adequate adult supervision for the activity.

Service projects related to conservation will help Cub Scouts and Webelos Scouts complete many advancement requirements for Wolf and Bear achievements and Webelos activity badges. Conservation service projects conducted by the den or pack are also a requirement for the Cub Scout World Conservation Award. (See World Conservation Award Application, shown on page 34-34.)

Information on these service projects should be recorded on the Web site of Good Turn for America (www.goodturnforamerica.org). Units that report a service project will receive a certificate allowing them to purchase special Good Turn for America patches at their local Scout shop.

Skits

Tiger Cub, Cub Scout, and Webelos dens may be asked to present skits or demonstrations at the pack meeting. These presentations can be pantomimes, sketches, or short plays. The main purpose of skits is for the boys—and the audience—to have fun; however, as boys practice performing in these informal skits, their confidence and leadership skills begin to develop as well.

Skits are usually appealing to a boy of Cub Scout age because they help channel his imagination and allow the "let's pretend" part of his character to appear. Skits also help boys build self-confidence and poise.

Skits usually are based on the monthly theme. A Webelos den skit or demonstration might be based on the monthly activity badge area. Boys will have the chance to plan, rehearse, and make props and costumes during den meetings. The final presentation can be made at the pack meeting.

Some Cub Scouts may want to just observe rather than take part in the skit; ask them to handle the lights or offstage sound effects, or watch the time. Sometimes, playing a character who wears a mask or uses puppets helps lessen a boy's self-consciousness.

Here are a few simple rules to remember when using skits with Cub Scouts:

- Keep skits short—usually no more than three to five minutes.
- Avoid long dialogue and memorized lines. Pantomimes are best for younger boys.
- Use simple costumes and props.
- Give each boy in the den something to do so that every boy participates.
- Be sure the audience can hear. Boys should be coached to speak slowly, clearly, and loudly and to pause during applause or laughter from the audience.
- Avoid asking a boy to portray a character that is too difficult for him. Try to have every boy feel successful about his contribution to the skit.
- The content of all skits should be positive in nature and reflect the values and purposes of Cub Scouting. Humor, although fun and entertaining, should never be at the expense of another's self-esteem. (See Chapter 3, "Cub Scouting: A Positive Place.")

For some skits, puppets work better than live actors, and boys will enjoy making and operating them. In addition to the *Cub Scout Leader How-To Book,* you'll find ideas in the *Den Chief Handbook* and *Cub Scout Program Helps.*

Songs



Group singing at a den or pack meeting adds to fellowship and a feeling of togetherness. Singing is a natural form of communication. Most boys enjoy opportunities to sing. For a leader, music can help lift spirits and create a happy atmosphere for teaching the more serious parts of the program. You can use songs to help set whatever mood you want—serious, patriotic, inspirational, or theme-related.

Boys especially like action songs that give them a chance to move around. They also enjoy seeing their families taking part in action songs at pack meetings.

The song leader doesn't have to be an expert singer or conductor. He or she only has to be able to start a song on the right pitch and keep time. When you are teaching new songs, write the words on a chalkboard or large sheet of paper that everyone can see. It also helps if the new song has a familiar tune so everyone can join in immediately.

Some packs have enough copies of *The Cub Scout Songbook* (No. 33222) to use at den meetings. When the group knows the song or has the words, they will be more inclined to join the fun. Also, pack meeting singing is greatly improved if the dens know in advance which songs will be sung and can practice them in den meetings.

Storytelling

Storytelling is a good way for a den leader to introduce the theme for the next month. Depending on the theme, this could be done with a true story from nature or an incident from the life of a famous person, a myth, or an American Indian legend. The Cub Scout Promise, the Law of the Pack, and the Cub Scout motto all can be explained and illustrated by stories.

A story can set the scene for a special outing or trip. It can meet a special need, such as a behavior problem. It can allow you to get a point across without actually singling out a particular boy or incident.

One of the best reasons for telling stories is because they are fun and boys enjoy them. They are sometimes just the right thing to change the pace of a meeting from noisy to quiet, or to put a finishing touch on a pack campfire.

One of the first stories Cub Scouts should hear is "The Story of Akela and Mowgli," found in the *Wolf Handbook.* This story helps explain who the Wolf Cub Scout is and serves as a lead-in to all things that follow in Cub Scouting. (See Chapter 6, "History of Cub Scouting.")

Here are some tips to help you become a good storyteller:

- Choose a story that appeals to you and is suitable for the occasion.
- Read the story carefully for plot. Try to put yourself in the situation so you can really feel it. Make notes of characters, places, and situations that are important or interesting.
- Review the main points again as you "live" the story in your mind.
- Create a catchy line for a beginning and to get the boys' attention: "Did you know that the first Akela was a wolf?"
- Consider practicing the story in front of your family, or record it on a tape recorder to hear how it sounds before you tell it to the boys.
- Decide when and how to end your story. Don't make it too long.
- Before you begin telling the story, be sure the boys are comfortable and haven't been sitting for too long.

Hints for Song Leaders

- Choose songs to fit the occasion: rousing action songs, quiet songs, patriotic songs, etc.
- Always start with a rousing, well-known song that everyone can sing out confidently.
- Smile at the group and relax. Show enthusiasm and confidence—even if you don't feel that way!
- Give the pitch by humming or singing a few bars. If accompaniment is used, have a few bars played.
- Use simple hand motions to start the group singing. Continue singing whether or not everyone starts on the first note. They will soon join in with the group.
- Keep the time with simple up-and-down or back-and-forth hand motions. This leading motion will keep the group together.
- Don't stand fixed in one spot. Move around a little to create some pep and personality.
- If the group makes a bad start, stop and start over. It will go better the next time.
- All song lyrics should reflect the values and aims of Scouting.

- Let the plot unfold as if it were jewels sewn into a carpet that you are unrolling at their feet.
- Live your story. Don't be afraid to "g-r-r-o-w-w-l-l," to speak in a whiny voice, or to use hand or body gestures for emphasis.
- Follow the outline you have made. If you do wander from the point, don't get nervous. Just pause and backtrack until you find your place again, and then keep going.
- Speak clearly and naturally. Use simple language.
- Make use of suspense by pausing at dramatic points, but not long enough to let boys' minds wander.
- When you have finished, stop talking. This will be the time-the boys want to talk. You'll need to listen, particularly if you're trying to get across a message. A few simple questions may help start a discussion about your topic or message.

You can get materials for stories in many places: from the local library, from personal experience, and in magazines (don't forget *Boys' Life* and *Scouting* magazines). And also don't forget to use your imagination!

Stunts

Stunts brighten meetings and put the group in a happier, livelier, more receptive mood. Use them as icebreakers to get the meeting off to a good start or as an element of surprise or excitement when people get restless.

The same principles apply to stunts as to skits. They should be short, simple, and fun, and each boy in the den should have a part. There are several different types of stunts:

- Those that the boys perform for an audience
- Audience participation stunts, in which everyone joins in by making sound effects or some other type of response to a leader
- Applause stunts, which are especially useful for recognition

Stunts should be fun for the boys as well as the audience. As stunts are more simple than skits, they usually don't require as much preparation and rehearsal; however, they should still be positive in nature and encourage a boy's self-esteem. And, of course, they should never ridicule anyone. (See Chapter 3, "Cub Scouting: A Positive Place.")

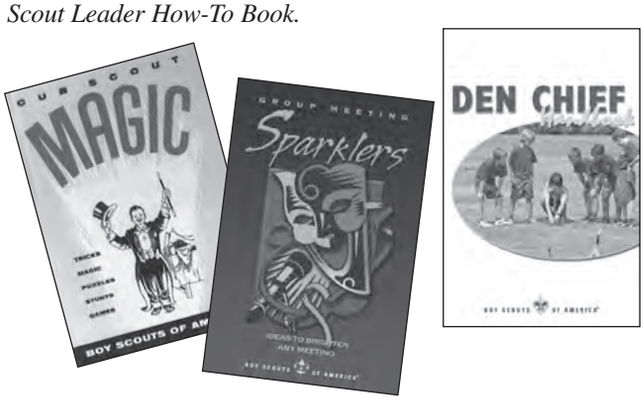
Tricks and Puzzles

Cub Scout–age boys enjoy tricks and puzzles, especially if the words magic and mystery are associated with the activity.

Either the den leader or den chief will want to show the boys a new trick or puzzle at almost every den meeting. This is a good gathering activity. Later, the boys will enjoy showing the trick to someone else at home or school.

Remember, the trick or puzzle must be simple enough for the Cub Scout to do himself.

For stunts, tricks, and puzzles, see the *Den Chief Handbook, Group Meeting Sparklers, Cub Scout Magic, Cub Scout Program Helps,* the *Webelos Leader Guide,* and the *Cub Scout Leader How-To Book.*



RAINY-DAY DEN ACTIVITIES

Den leaders should always have a backup plan in case of bad weather. Here are some suggestions for den activities on a rainy day:

- Make homemade games.
- Make a den doodle.
- Write a skit.
- Make masks or costumes.
- Build den stools.
- Learn basic first aid.
- Take a rain hike.
- Make beanbags for den games.
- Hold a uniform inspection.
- Carve soap.
- Make clay models.
- Make games or gifts for shut-ins.
- Make paper bag puppets.
- Make litter bags.
- Make neckerchief slides.
- Have a songfest.
- Have a rainy-day contest.
- Hold a turtle race.
- Make and eat homemade ice cream, popcorn, cupcakes, or cookies.

Refer to the *Cub Scout Leader How-To Book* for more information on many of these ideas.

PLANNING SPECIAL PACK ACTIVITIES

Your pack will occasionally want to plan some special activities other than your monthly pack meetings. These might include science or heritage fairs, sports tournaments, family picnics, or a pack field day. The *Cub Scout Leader How-To Book* has several ideas for special pack activities, as well as tips for planning these events. See also the *Cub Scout Academics and Sports Program Guide.*

When planning special pack activities (other than pack meetings), you can follow some general guidelines to help ensure your success:

1. **Objective.** Why are we having the activity? Does it help to achieve the purposes of Cub Scouting?
2. **Leadership.** Adequate adult leadership is needed to ensure safety and supervision. For major activities, such as the blue and gold banquet, the pack committee usually appoints a chair and a committee is recruited to carry out various responsibilities. This is a good time to involve adult family members.
3. **Facility.** What type of facility is needed? Can it be held at the regular pack meeting place? Is it an outdoor activity? Are reservations necessary? Will there be a charge for using the facility?
4. **Physical Arrangements.** What type of seating arrangement is needed? If it is outdoors, what is available and what needs to be provided?
5. **Schedule.** A written schedule or program will be helpful. When will the event be held? What time will it begin? Who does what and when? What time will it end?
6. **Alternative.** Plan for backup leadership to fill in for emergencies. Also, if you are planning an outdoor activity, have a backup plan in case of bad weather.
7. **Materials and Equipment.** What materials and equipment are needed? Who will bring them?
8. **Registration or Check-in Procedure.** Most competitive events require some type of check-in procedure. Who will be responsible?
9. **Judging and Awards.** Any special pack activity that takes the place of the regular pack meeting should include advancement awards so that recognition can be made promptly. If it is a competitive activity, will each boy get something for participating? Or will only winners be recognized? How and when? What type of awards will be used? Who will do the judging? How?
10. **Finances.** Estimate the cost of the activity, if any. Does the pack budget cover this expense? If not, how will the cost be covered?
11. **Public Relations.** Be sure that all pack families are informed about the activity. Could this event be publicized in local newspapers or other media?
12. **Health and Safety.** Include in the plan all necessary measures to ensure the health and safety of the boys and others attending. Refer to the *Guide to Safe Scouting* for current policies and procedures for safe activities.
13. **Permits.** Have all necessary tour permits been submitted? Have necessary permission slips and/or medical forms been obtained?
14. **Transportation.** Will transportation be needed? Will each family provide its own? If not, what arrangements need to be made?
15. **Countdown.** Does everyone know what is expected?

Always keep in mind the "Ten Elements of Planning" listed in Chapter 24, "Program Planning."

Anniversary Week

Scouting's anniversary, the date that the Boy Scouts of America was incorporated in the United States, is February 8. Scouting Anniversary Week begins with Scout Sunday, observed on the Sunday of the week that includes February 8, and concludes with Scout Sabbath on Saturday.

Observe Scouting Anniversary Week with one or more special activities:

- The pack could hold a blue and gold banquet to highlight Cub Scouting's birthday, the boys, leaders, and families.
- The pack could provide a demonstration of Cub Scout games, crafts, skits, fitness skills, etc., at a shopping center or other public location.
- The pack could provide a store-window display of Cub Scouting.
- The pack could provide a service project for the chartered organization, a school, or a place of worship.
- The boys could wear their uniforms to school during this special week.
- The pack could attend a religious service together, in uniform, on Scout Sunday or Scout Sabbath.

Blue and Gold Banquet

During February, the month of Scouting's anniversary, packs across the country hold blue and gold banquets—birthday dinners for Cub Scouting. In nearly all packs, the banquet is a highlight of the program year. It brings families together for a meal and an evening of fun and inspiration.

Packs often like to invite former members and other Scouting or community leaders to take part in the annual blue and gold banquet.

Some packs make the dinner a potluck, with each family bringing something to contribute. Other packs buy food, have it prepared by a committee of parents, and prorate the cost among those attending. Still other packs use a caterer or cafeteria. Regardless of the method of dining, it's the Cub Scouting that happens during the preparation period and the celebration itself that are important. The banquet is usually during the February pack meeting and is an event the boys look forward to with excitement.

Careful planning is necessary for the banquet to be successful. Most packs begin planning at least two months in advance.

The pack committee usually recruits a banquet chair who in turn selects helpers to carry out the responsibilities. Try to involve as many people as possible but avoid giving den leaders too many additional responsibilities because they will be busy working with their dens.

More information on blue and gold banquets is available in the *Cub Scout Leader How-To Book* and at the monthly roundtable.

Date, Time, and Place

1. Choose the date and time of the banquet. In most packs, the banquet takes place during the February pack meeting although it is not necessarily held on the regular pack meeting night. Inform all pack families of the date, time, place, and cost.

2. Secure a suitable facility at least eight weeks in advance. The space needed will be determined by the type of serving arrangement you use and the number of people expected to attend. It could be the regular pack meeting place, a school cafeteria, a church meeting room, a civic center, a town hall, or a restaurant. Confirm reservations at least a month in advance.

   Be sure to check on the following items:

- Rental fee
- Seating capacity and number of tables
- Parking space, a coatroom, and restroom facilities
- Kitchen availability
- Availability of and permission to use special items such as a public address system, speaker's stand, etc.

Meal Serving Plan

1. **Pot Luck.** Each family brings one or more dishes to share either with the whole pack or with the den group. Families furnish their own plates, cups, utensils, and serving dishes. Food can be pooled and served buffet style.

2. **Food Committee.** The pack can buy meat, bread, beverages, plates, utensils, cups, and napkins and ask pack families to bring salads, side dishes, and desserts. The cost can be prorated among those attending. Some packs purchase all the food and have a food committee of parents prepare the entire dinner.

3. **Catered.** A caterer prepares and brings the food, or the pack can go to a restaurant or cafeteria for the banquet. In these cases, the pack only needs to decorate the room and tables. Each family pays for the cost of their own meal.

Physical Arrangements

1. Develop a seating plan so den families can sit together.

- Will there be a head table?
- Table arrangement will be determined by the room's size and shape.
- Make sure everyone can see and hear.

2. Make arrangements to get into the room early on the day of the banquet to set up tables and allow time for dens to decorate.

3. Arrange for an adult cleanup committee. Have trash bags available.

Program

1. The Cubmaster should be involved in planning the banquet program. It is the Cubmaster's responsibility to lead it, unless the pack decides to use a master of ceremonies.

2. Select a theme for the banquet, which could be the monthly theme. The theme is important because the decorations and program will be planned around it.

3. Plan the program and make assignments for each part. Be sure each den has a part in the program. This works much better than outside entertainment.

4. The total program time, not including dinner, should be no longer than an hour and a half. Some packs prepare a handmade or printed program as a souvenir.

   A typical banquet program could include

- Opening ceremony
- Invocation
- Dinner
- Songs
- Welcome and introductions

- Greeting from the head of the chartered organization
- Induction ceremony (if any)
- Den stunts and skits
- Webelos demonstrations
- Advancement awards ceremony
- Recognition of leaders
- Webelos graduation ceremony
- Announcements and thanks
- Closing ceremony

5. Have a welcoming committee greet people as they arrive and help them find their seats.
6. Send invitations to special guests. Some of the special guests might have a part in the program.
   Guests could include
   - Head of the chartered organization
   - Chartered organization representative
   - Religious leader
   - Scoutmaster
   - Pack alumni
   - School principal
   - Council or district Scouters, including the unit commissioner

Decorations

Making decorations is one of the most enjoyable parts of the banquet for den leaders and boys. Decorations should be simple so that boys can make them easily. Plan decorations, such as room and table decorations and exhibits and displays, around the banquet theme.

The banquet committee should work with the Cubmaster to decide what type of table decorations will be used so that each den generally makes the same items. The type and design can vary from den to den, but all dens should make the same number of items.

Boys might make items such as table centerpieces, place mats, place cards, invitations, napkin rings, nut cups, or favors.

Several banquet decoration items and program and menu covers are available from your Scouting distributor, and you will find other ideas in the *Cub Scout Leader How-To Book.*

In Summary

The annual blue and gold banquet should be a night to remember for both boys and their families. Careful planning will ensure success. Make this activity a highlight of the pack's program year.

Cub Scout Derbies

For guidelines and ideas concerning pinewood derbies, space derbies, and sailboat regattas, see the *Cub Scout Grand Prix Pinewood Derby Guidebook* (No. 33721).

Pinewood Derby

The pinewood derby is one of the most popular and successful family activities in Cub Scouting. Pinewood derby cars are simply small wooden models that boys make with help from their families and then race in competition. The cars are powered by gravity and run down a regulation track. The pinewood derby is an annual event in most packs; it can be run indoors or outdoors. Every boy can design and build his own "grand prix" car to enter in the race.

Pinewood derby car kits are available from your local Scouting distributor, along with pinewood derby ribbons, medals, and trophies.

Space Derby

Competing with the pinewood derby in popularity as a family-son project is the space derby. It is similar to the pinewood derby except that the models are miniature rockets driven by propellers powered by rubber bands along a suspended heavy monofilament line.

Space derby kits are available from your local Scouting distributor, along with space derby ribbons, medals, and trophies.

Raingutter Regatta

The raingutter regatta is a boat race using boats that boys make with help from their families. The boats are propelled by the boys' own wind power—that is, they blow into the sails.

Regatta kits are available from your local Scouting distributor, along with regatta ribbons, medals, and trophies.

Two types of race courses are recommended: the raingutter and the wading pool. The raingutter is the most popular, the boats traveling along a standard water-filled raingutter that is supported at each end by a sawhorse.

Cubmobile Derby

The Cubmobile derby is fun for the whole family. Boys and parents build their own den Cubmobile, a pint-sized racing car. The race is held on a smooth-surfaced street with a gradual slope, in cooperation with local authorities.

The derby is run in heats. Each den has one racer, and each boy in the den races in the car once. Usually, a ramp is used to help start the cars, and they are propelled downhill to the finish line by the force of gravity. See the *Cub Scout Leader How-To Book* for more details.

Pack Overnighter

In keeping with the home- and family-centered method of Cub Scouting, overnight camping by Cub Scout packs should be planned as an event for the boy and his entire family. Overnight camping as a den unit is approved only for Webelos dens (see Chapter 21, "The Webelos Scout Program").

For detailed information on planning a pack overnighter, see Chapter 33, "Cub Scout Camping."

INTERPACK ACTIVITIES

Cub Scout activities are best when done on a one-pack basis. Every boy's participation can be assured, and leaders and families can be more easily involved in the planning and operation of the activity. Informal activities among packs are acceptable, however, as long as they contribute to the regular program of the packs and avoid the over-organization evident in some sports and competitive events. Under these guidelines, packs can conduct any acceptable sport or competitive Cub Scout activity, such as a softball game, a soccer match, a pinewood derby, or an interpack game day.

When planning interpack activities, the committees responsible should be able to give a positive "yes" answer to each of the following questions:

- Will this activity strengthen the public image of Cub Scouting?
- Will the activity demonstrate the purposes and methods of Cub Scouting?
- Will the activity strengthen the pack program, morale, and recruiting power?
- Have the health, safety, and general welfare of all members been considered in selecting the activity?
- Will the activity allow participation of all Cub Scouts, not just a select few?
- Will the activity promote a happy experience, free of the emotional and physical strain that can come from an overemphasis on winning?

Activities Involving More Than One Unit

There are occasions when units, primarily Venturing crews and Boy Scout troops, conduct activities or events that involve other units. This includes events for packs, troops, teams, crews, and ships from the same council, neighboring councils, the same region, or other regions.

This procedure is to be followed for activities involving more than one unit:

1. The proposed event must contribute directly or indirectly to strengthening the programs of participating units.
2. The proposal, including a written statement of the objectives of the event, must be submitted to the local council Scout executive for approval.
3. If units from councils within the same region will be involved, the Scout executive must then forward the proposal to the region for its approval.
4. If units from other regions will be involved, the proposal must be forwarded to the appropriate division of the national office for review and approval.

DISTRICT AND COUNCIL ACTIVITIES

District and council Cub Scouting activities should be planned to allow preparation time in den and pack meetings, with the climax being the event itself. Some examples are Cub Scout day camps, Scoutoramas, Scouting shows, conservation projects, outdoor Cub Scout field days, Cub Scout circuses, district summer softball leagues, etc. See Chapter 33, "Cub Scout Camping," for camping opportunities that districts and councils can provide for boys and families.

District or Council Scouting Shows

Cub Scout pack participation in Scouting shows or expositions helps acquaint Cub Scout families with Boy Scouting and Venturing. It helps boys and parents see that they are part of a total Scouting program. A Scouting show is an excellent means of demonstrating to the general public the way in which Scouting serves youth.

Pack participation in arena shows or expositions is desirable under the following conditions:

- Where the purpose of the show is to demonstrate the whole Scouting program to the public.
- Where Cub Scout participation in the show actually demonstrates the fundamentals of Cub Scouting rather than being merely a mass of boys. Examples of acceptable participation include a grand entrance of boys and parents by packs, demonstrations of Cub Scout outdoor activities, acts related to Cub Scout themes or Webelos activity badges, or other Cub Scout activities such as derbies, physical fitness, etc.
- When participation of Cub Scouts does not require mass rehearsals of boys without den or pack leaders.

District or Council Tiger Cub Activities

Many districts and councils plan and conduct special "Tiger Cubs only" activities for their dens. These activities are planned for the age and experience level of Tiger Cubs, with activities for boys and their adult partners to do together. Tiger Cubs and their adult partners may also attend district and council day camps.

Also, to help Tiger Cub dens in their Go See It activities, the council and/or district activities and civic service committee may have developed a "Where to Go" booklet for Tiger Cubs. Whether the booklet is bound or is just a sheet of paper depends on the council and its resources. This booklet can be a great resource for your Tiger Cub dens and will help them stay interested and active.

CUB SCOUTING'S BSA FAMILY PROGRAM

INTRODUCTION, 30-1

***CUB SCOUTING'S BSA FAMILY ACTIVITY BOOK*, 30-1**

THE BSA FAMILY AWARD, 30-1

PACK FAMILY PROGRAM CHAIR, 30-2

THE ORIENTATION MEETING, 30-2

MORE RESOURCES, 30-2

INTRODUCTION

Families are the basis of our society. In the family, children learn about love, values, and social interactions while they prepare for today's world. The family is vital to the future of our community and our nation.

Cub Scouting's BSA Family Program is a series of activities designed to help strengthen all families—whether it is a two-parent, single-parent, or nontraditional family. All family members are encouraged to participate and may earn the BSA Family Award.

The purposes of Cub Scouting's BSA Family Program are

- To strengthen families
- To encourage family involvement in Scouting

The BSA has a great interest in the strength of the family. Scouting's aim is to develop its youth into participating citizens of good character who are physically, spiritually, and mentally fit. The organization recognizes that it is the responsibility of parents and family to teach their children; however, Scouting is an available resource that can help families accomplish worthy goals while building and strengthening relationships among family members.

In much the same way as Cub Scouts and Webelos Scouts use their handbooks to earn their badges and awards, the family can use *Cub Scouting's BSA Family Activity Book* to earn the BSA Family Award. A Cub Scouting family may choose to participate in this program on its own, or the pack may choose to introduce the program to families through an orientation.

CUB SCOUTING'S BSA FAMILY ACTIVITY BOOK



Cub Scouting's BSA Family Activity Book (No. 33012) is the primary resource for the program. It is full of suggested activities to enhance the children's personal development and enrich and strengthen the family.

The Family Activity Book is divided into five categories (see below) that include several topics of interest to families. Each topic contains suggested activities for a family to do together. These activities could include going on field trips, telling stories, doing arts and crafts projects, playing games, participating in family discussions, or making lists, charts, and scrapbooks.

Most of the ideas in the *Family Activity Book* will be useful during a family meeting or gathering. Parents will also find ways to incorporate them into daily life and to meet their own family's needs and interests.

Included with most topics are some suggested books for adults and children to read together. Adults and children may take turns reading aloud. Many wonderful books are available to help explain or illustrate any topic the family explores.

THE BSA FAMILY AWARD





The BSA Family Award includes a certificate for the family and patches and pins for the family members. A family earns the BSA Family Award certificate by completing 10 activities within 12 months (see page 30-2).

The patch is for all members of the family who participate in the activities to earn the award. For Scouting members, the patch is worn in the temporary patch position on the Cub Scout uniform.

Instead of the patches, family members who participate in earning the award may choose to receive pins, which are for civilian wear. In succeeding years, pins could be placed on the patches, and each year that families earn the award, they could get a new pin and family certificate.

Ideally, the awards will be presented to the family at a pack meeting.

A family must complete 10 activities within 12 months. The family chooses one activity in two topics in each of the following categories:

1. Learning Through Fun and Adventure
2. Strengthening Family Relationships
3. Developing Character
4. Teaching Responsibility
5. Handling Difficult Situations

A Family Progress Record is included in the *Family Activity Book.*

Family members may earn the BSA Family Award several times. A family may choose the same or different activities as it works on the award for another 12 months.

Packs are encouraged to include the cost of BSA Family Program recognition items in their annual budgets. Packs may consider charging a fee to each participating Cub Scout and family member to cover the cost of the awards. Packs should have a clear policy in place to determine whether the pack or the boy's family will be responsible for the cost of awards that are earned more than once, as well as awards earned by parents and siblings.

PACK FAMILY PROGRAM CHAIR

If the pack committee decides to use the Family Program, the pack committee chair could name a pack family program chair. This person would

- Become familiar with the program and serve as a resource.
- Promote it within the pack.
- Conduct orientation meetings.
- Support participating families.
- Encourage families to earn the BSA Family Award.
- Recognize those families participating in the program.

THE ORIENTATION MEETING

The pack family program chair (and/or any other pack leaders) could conduct an orientation, either annually or as needed, to introduce parents to Cub Scouting's BSA Family Program.

During the orientation,

- Introduce the purposes of the BSA Family Program.
- Go over the requirements for the BSA Family Award.
- Present the contents of the *Family Activity Book*
- Discuss how the pack will recognize and support the program.

This orientation could be held as a stand-alone event, before or after a pack meeting, in conjunction with a pack leaders' meeting, or whatever best fits the needs of your pack as to day, time, and length. An incentive to encourage parents to participate in these meetings might be to arrange for child care during the meetings; consult a local Boy Scout troop, Girl Scout troop, or your chartered organization.

MORE RESOURCES

For complete information and activity ideas, read *Cub Scouting's BSA Family Activity Book* (No. 33012). For topics that could be used in a family discussion or meeting, refer to Scouting magazine, which is sent to registered Scouting leaders. This magazine has a regular feature titled "Family Talk" that offers discussion topics and ongoing support for BSA families.

CUB SCOUT ACADEMICS AND SPORTS PROGRAM

INTRODUCTION, 31-1
Purposes of the Cub Scout Academics and Sports Program, 31-1

IMPLEMENTING THE PROGRAM, 31-1
Cub Scout Academics, 31-2
Cub Scout Sports, 31-2

RECOGNITION, 31-2

CUB SCOUT SHOOTING SPORTS, 31-2

INTRODUCTION

The Cub Scout Academics and Sports program is a supplemental enrichment program that complements the existing Cub Scouting program. The object of the program is to help Tiger Cubs, Cub Scouts, and Webelos Scouts learn new skills or improve those they already possess—not simply to provide an opportunity for them to earn additional recognition.

Purposes of the Cub Scout Academics and Sports Program

By taking part in the Cub Scout Academics and Sports program, boys will

- Learn new physical skills and techniques
- Increase their scholarship skills
- Develop an understanding of sportsmanship
- Enjoy teamwork
- Develop physical fitness
- Discover new and build on old talents
- Have fun
- Do their best

Pack leaders should encourage dens and families to get involved in the program and make sure that they have opportunities to participate. Many of the academic subjects and sports may become activities a boy will enjoy for the rest of his life.

All registered Tiger Cubs, Cub Scouts, and Webelos Scouts may participate in the Academics and Sports program. Adult participation by a parent or adult relative is strongly recommended for Cub Scouts and Webelos Scouts and is required for Tiger Cubs.

Participation in the program may take place individually or with the family, in the den or pack, or in the school or community.

IMPLEMENTING THE PROGRAM

Use the *Cub Scout Academics and Sports Program Guide* (No. 34299) as the main resource to implement the program.

One member of the pack committee should be responsible for coordinating the program. That person oversees the integration of the Academics and Sports activities into the pack program. This person also ensures that requirements for the different activities are available to boys, families, and dens so that all boys have opportunities to earn awards.

Pack leaders should also define how program costs are to be budgeted, how requirements will be verified, when and how recognition will take place, and what constitutes a den or pack tournament.

Pack leadership can begin deciding how to incorporate the Academics and Sports activities into the pack program during the annual pack program planning conference. Using a list of Cub Scout Academics subjects and Sports activities, the committee reviews the annual program and decides where they might fit in the overall program.

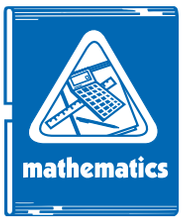
Cub Scout Academics		
Art	Geography	Mathematics
Astronomy	Geology	Music
Chess	Heritages	Science
Citizenship	Language and Culture	Weather
Collecting	Map and Compass	Wildlife Conservation
Communicating		
Computers		

Cub Scout Sports		
Badminton	Gymnastics	Snow Ski and Board Sports
Baseball	Ice Skating	Softball
Basketball	Marbles	Swimming
Bicycling	Physical Fitness	Table Tennis
Bowling	Roller Skating	Tennis
Fishing	Soccer	Ultimate
Flag Football		Volleyball
Golf		

When the academic subjects and sports activities that will be part of the pack's program are selected, copies of the subjects' requirements and resources from the *Cub Scout Academics and Sports Program Guide* should be given to each boy and his adult participant. Individual boys may work on other Academics and Sports topics, so providing a list of all available subjects may be helpful for families. Tiger Cubs are required to have their adult partners participate in the program with them.

RECOGNITION

Recognition items are available for boys who participate in the Cub Scout Academics and Sports program. Each activity has two levels of involvement and recognition: the belt loop and the pin.



The Belt Loop. Belt loops are awarded to boys who complete the three belt loops' requirements in the academic subject or sport. Webelos Scouts may earn belt loops and pins a second time to qualify for Webelos activity badges. All boys may earn belt loops more than once; however, leaders should encourage boys to try different requirements to earn the pin. Belt loops are worn on the blue Cub Scout belt.



The Pin. Once a boy has earned the belt loop, he may choose to stop; however, some boys will want to continue with the activity. They may complete additional requirements to earn the pin. Pins are not worn on the uniform but may be placed on the Academics and Sports letter ("C") that boys may purchase.

Other Recognition Items. The Academics and Sports letter, pocket certificate, activity medal, trophy, and participation emblem are also available for use in the program. Participating Tiger Cubs, Cub Scouts, and Webelos Scouts may be awarded the belt loops and pins, pocket certificates, and activity medals; trophies and participation emblems may be awarded to both boys and adults.

Refer to the *Cub Scout Academics and Sports Program Guide* (No. 34299) for use of the Den Recognition Report and for more detailed information on recognition items.

Financing. Packs are encouraged to include the cost of Academics and Sports program recognition items in their annual budgets. Packs may consider charging a fee to each participating boy and adult to cover the cost of the awards. Packs should have a clear policy in place to determine whether the pack or the boy's family will be responsible for the cost of awards that boys earn more than once.

CUB SCOUT SHOOTING SPORTS

Archery and BB gun shooting are restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council activities where there are properly trained supervisors and all standards for BSA shooting sports are enforced. Archery and BB gun shooting are not to be done at the pack level.

Archery and BB gun shooting belt loops and sports pins may only be earned at the camps and activities listed above.

These programs are designed to emphasize safety and marksmanship development under the direction of trained range officers using nationally approved instructional methods.

OUTDOOR ACTIVITIES

SCOUTING'S OUTDOOR PROGRAM, 32-1
- **The Outdoor Code, 32-3**

OUTDOOR ACTIVITY TIPS, 32-3

NATIONAL OUTDOOR PROGRAM AWARDS, 32-4
- **Cub Scout World Conservation Award, 32-4**
- **Conservation Good Turn Award, 32-4**
- **National Summertime Pack Award, 32-4**
- **Cub Scouting's Leave No Trace Awareness Award, 32-4**
- **Centennial Quality Unit Award, 32-4**
- **Cub Scout Outdoor Activity Award, 32-5**

OUTDOOR PROGRAM ACTIVITIES, 32-5
- **Hikes, 32-5**
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LEAVE NO TRACE FRONTCOUNTRY GUIDELINES, 32-10

SCOUTING'S OUTDOOR PROGRAM

Going outdoors is one of the most exciting parts of Scouting. Cub Scouts enjoy many outdoor experiences as they participate in the variety of activities that can be held outside, such as field trips, hikes, nature and conservation experiences, service projects, and camping experiences.

The outdoors is an ideal environment for boys to be able to develop positive qualities such as resourcefulness, ingenuity, self-reliance, team spirit, and an awareness of and appreciation for the natural world around us.

The study of nature in its natural surroundings is an ideal way to encourage boys to appreciate beauty and enhance their capacity to enjoy simple pleasures and respect all living things.

The outdoor program runs like a thread through the Scouting program:

Tiger Cubs and Cub Scouts are introduced to the outdoors through den and pack activities and advancement and elective requirements. They learn proper methods and safety procedures for hikes, cookouts, and conservation projects. They enjoy

- Cub Scout day camp
- Cub Scout resident camp (not Tiger Cubs)
- Council-organized family camp
- Pack overnighters

Webelos Scouts have a more challenging outdoor experience than Cub Scouts and Tiger Cubs. Webelos den overnight camping introduces the Webelos Scout and his parent or guardian to the Boy Scout camping program. Joint den-troop campouts for Webelos Scouts and adult family members build strong relationships between boys and adults and strengthen ties between the pack and troop.

Boy Scouts have the opportunity to develop and polish the skills of long-term camping. A boy uses the basics he was introduced to as a Cub Scout and Webelos Scout and adds to them more complex skills, self-reliance, and greater responsibility.

Varsity Scouts, Venturers, and older Boy Scouts have opportunities for even more outdoor excitement and challenge, including high-adventure treks, backpacking, and canoe trips. They use the knowledge and expand the skills they learned in Boy Scouting.

Each step in the outdoor program is a foundation for the next. A boy's outdoor experience in Cub Scouting determines to a large degree how much he will enjoy his later experience in the troop. Our challenge as Cub Scout leaders is to set the stage in the proper way.

Cub Scouts are explorers by nature, but the outdoor program helps open up the world around them even more. As boys hike, explore, run, and romp, they are learning about our beautiful world and the importance of conserving natural resources. As they take part in outdoor sports and games, they learn the values of physical fitness and good sportsmanship. So while they are having fun in the outdoors, they are learning important human values and growing strong in mind and body.

Outdoor den meetings can be family adventures in backyards or community parks. Cub Scouts can make their own outdoor games and nature collections. They can learn to help plan and prepare for family camping experiences, picnics, and trips.

Outdoor pack functions should be adapted to the facilities available. Make good use of rural facilities, local council and church camps, and city parks and recreation areas.

Overnight camping by Cub Scout packs should be conducted at council-approved locations. BSA health and safety and Youth Protection guidelines apply. In most cases, each youth member will be under the supervision of a parent or guardian. In all cases, each youth participant is responsible to a specific adult. Adults giving leadership to a pack overnighter must complete Basic Adult Leader Outdoor Orientation (BALOO) (No. 34162). See Chapter 33, "Cub Scouting Camping," for more details on pack overnighters and BALOO.

Cub Scouting in the outdoors happens all year. Here are examples of activities that can be held during each of the four seasons. (See the *Cub Scout Leader How-To Book,* No. 33832A, for details and ideas for many outdoor activities appropriate for Cub Scouts.)

Winter

- Bird-watching
- Following and identifying bird tracks
- Looking for nests
- Setting out bird feeders
- Identifying trees without their leaves
- Playing in the snow
- Building snow people, forts, and igloos
- Ice-skating, sledding, and sleigh riding
- Helping others by shoveling sidewalks or driveways

Spring

- Looking for new buds on trees
- Identifying new flowers and shrubs
- Looking for and watching returning birds
- Searching for the first signs of life in the dead leaves on a woodland floor, marsh, or pond
- Cleaning out flower beds and gardens
- Planting vegetable gardens
- Planting seeds and spring bulbs
- Visiting a greenhouse
- Picking up litter
- Holding kite derbies
- Providing bicycle safety programs
- Going on hikes and fishing trips
- Having marble contests
- Building a tree house

Summer

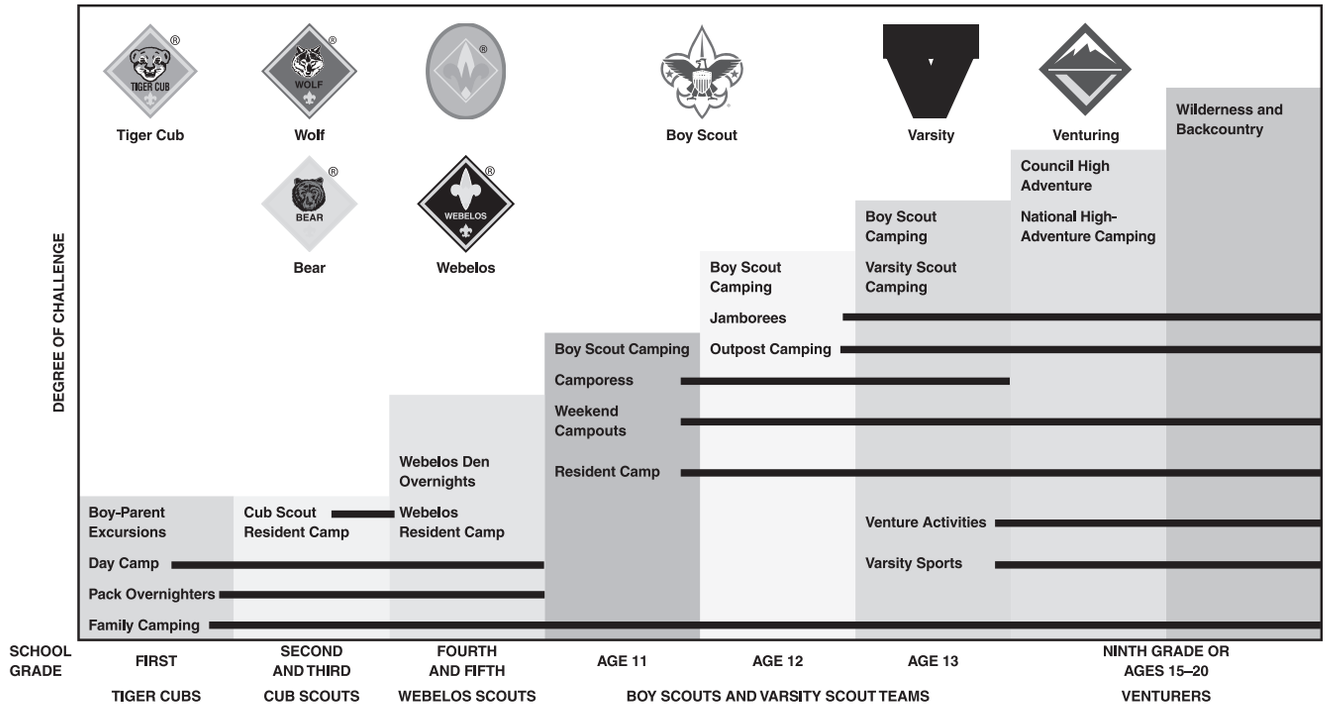
- Observing insects
- Collecting nature items (insects, leaves, shells, etc.)
- Swimming
- Going on picnics
- Making ice cream
- Having fishing derbies
- Holding sports or physical fitness competitions
- Going on treasure hunts
- Building an obstacle course
- Going to Cub Scout/Webelos Scout day camp and resident camp

Fall

- Looking for nuts and berries
- Collecting leaves
- Planting bulbs
- Attending football games
- Having wiener roasts
- Going on a hayride
- Holding or going to a harvest festival
- Picking apples
- Raking leaves
- Conducting a pack overnighter

Whenever Cub Scout activities take place in the outdoors, the boys should be reminded that, as Cub Scouts, they are obligated to follow the Outdoor Code.

Scouting's Camping Program—Ever-Increasing Challenge Out-of-Doors



The Outdoor Code

As an American, I will do my best to—

be clean in my outdoor manners,

be careful with fire,

be considerate in the outdoors, and

be conservation-minded.

OUTDOOR ACTIVITY TIPS

The health and safety of boys, leaders, and families must be one of the first considerations in planning any outdoor activity. Try to anticipate and eliminate hazards. *Remember: Most accidents can be prevented*. See Chapter 13, "Health and Safety," and Chapter 14, "Water Safety," for more specific information.

Follow these tips when planning and conducting an outdoor activity:

1. Get permission from parents or guardians for activities that are held away from the regular den and pack meeting places. See the Informed Consent Agreement in Appendix 1 (page 34-38.)
2. File a Local Tour Permit (page 34-39) if necessary. Check with your council on its policies regarding field trips in your area. See "Local Tour Permits" (page-32-8) or Chapter 13, "Health and Safety."
3. Be sure to have sufficient adult leaders for the activity. Refer to the *Guide to Safe Scouting* (No. 34416) for guidelines.
4. Check out the site before the activity. Check on reservation procedures, restroom facilities, availability of adequate drinking water, and any potential hazards.
5. Use the buddy system. Coach the boys in advance what to do if one gets lost.
6. Carry a first aid kit and know how to use it. Be prepared with emergency procedures.
7. Arrange adequate and safe transportation. (See the *Guide to Safe Scouting* and Chapter 13, "Health and Safety," for BSA policies on transportation.)
8. Always leave a site in its natural condition.

NATIONAL OUTDOOR PROGRAM AWARDS

Cub Scout World Conservation Award



Cub Scouts and Webelos Scouts who have participated in either a den or pack conservation project and have completed certain requirements can earn the World Conservation Award. This international award also can be earned by Boy Scouts and Venturers who complete different requirements. The colorful temporary patch is worn centered on the right shirt pocket of the uniform.

Tiger Cubs do not earn the World Conservation Award. Boys may earn it when they are Wolf or Bear Cub Scouts or Webelos Scouts.

See the Boy Scouts of America Cub Scout World Conservation Award Application shown on page 34-34 for the specific requirements for each age in the program. Wolf Cub Scouts complete Wolf Achievement 7, two electives, and take part in a den or pack conservation project. Bear Cub Scouts complete Bear Achievement 5, all projects in two electives, and take part in a den or pack conservation project. Webelos Scouts earn three activity badges in addition to taking part in a den or pack conservation project.

Conservation Good Turn Award

The Conservation Good Turn is an opportunity for Cub Scout packs to join with conservation or environmental organizations (local, state, federal, or private) to carry out a conservation Good Turn in their communities.

The Cub Scout pack contacts a conservation agency and offers to carry out a Good Turn project. The agency identifies a worthwhile and needed project that the unit can accomplish. Working together in the local community, the unit and agency plan the details and establish the date, time, and location for carrying out the project.

Cub Scout conservation projects for this award should involve the entire Cub Scout pack—each den, adult leaders, and family members. Tiger Cubs, Cub Scouts and Webelos Scouts participating in the Conservation Good Turn may be presented with a patch.

Additional information and project ideas are available in the Conservation Good Turn brochure (No. 21-386) available from your local council service center.

National Summertime Pack Award



Your pack can qualify for the National Summertime Pack Award certificate and streamer by planning and conducting three pack activities—one each in June, July, and August, or during other school vacations if your pack is in a "year-round school."

Dens with an average attendance of at least half their members at the three summer pack events will be eligible for a colorful den participation ribbon. Boys who participate in all three pack events are eligible to receive the National Summertime Pack Award pin, which they can wear on the right pocket flap of their uniform. This is an individual recognition for boys, not adults.

The purpose of the National Summertime Pack Award is to encourage packs to provide a year-round program by continuing to meet during the time when school is out of session for several weeks or months.

Cub Scouting's Leave No Trace Awareness Award



This award may be earned by Tiger Cubs, Cub Scouts, Webelos Scouts, and Cub Scouting leaders. It acquaints them with frontcountry guidelines for being gentle on Mother Nature where the Cub Scouting outdoor program takes them. Refer to the end of this chapter and Leave No Trace Frontcountry Guidelines, available at www.scouting.org for more information.

Centennial Quality Unit Award



The Centennial Quality Unit Award recognizes outstanding packs that conduct quality programs for their youth.

One of the requirements for this award is outdoor activities.

Recognition for achieving the Centennial Quality Unit Award is an embroidered cloth strip in a unique color for the year in which your pack earned the award. Only the most recent award may be worn. The pack also receives a streamer for the pack flag. Additional details are available at www.scouting.org.

Cub Scout Outdoor Activity Award





Tiger Cubs, Wolf and Bear Cub Scouts, and Webelos Scouts have the opportunity to earn the Cub Scout Outdoor Activity Award. Boys may earn the award in each of the program years as long as the requirements are completed each year. The first time the award is earned, the boy will receive the pocket flap award, which is to be worn on the right pocket flap of the uniform shirt. Each successive time the award is earned, a wolf track pin may be added to the flap. Leaders should encourage boys to build on skills and experiences from previous years when working on the award for a successive year.

Requirements

All Ranks

Attend Cub Scout day camp or Cub Scout/Webelos Scout resident camp.

Rank-Specific

Tiger Cubs. Complete one requirement in Achievement 5, "Let's Go Outdoors" *(Tiger Cub Handbook)* and complete three of the outdoor activities listed below.

Wolf Cub Scouts. Assemble the "Six Essentials for Going Outdoors" *(Wolf Handbook,* Elective 23b) and discuss their purpose, and complete four of the outdoor activities listed below.

Bear Cub Scouts. Earn the Cub Scout Leave No Trace Award *(Bear Handbook,* Elective 25h) and complete five of the outdoor activities listed below.

Webelos Scouts. Earn the Outdoorsman Activity Badge *(Webelos Handbook)*; and complete six of the outdoor activities listed below.

Outdoor Activities

With your den, pack, or family:

1. Participate in a nature hike in your local area. This can be on an organized, marked trail, or just a hike to observe nature in your area.
2. Participate in an outdoor activity such as a picnic or park fun day.
3. Explain the buddy system and tell what to do if lost. Explain the importance of cooperation.
4. Attend a pack overnighter. Be responsible by being prepared for the event.
5. Complete an outdoor service project in your community.
6. Complete a nature/conservation project in your area. This project should involve improving, beautifying, or supporting natural habitats. Discuss how this project helped you to respect nature.
7. Earn the National Summertime Pack Award pin.
8. Participate in a nature observation activity. Describe or illustrate and display your observations at a den or pack meeting.
9. Participate in an outdoor aquatic activity. This can be an organized swim meet or just a den or pack swim.
10. Participate in an outdoor campfire program. Perform in a skit, sing a song, or take part in a ceremony.
11. Participate in an outdoor sporting event.
12. Participate in an outdoor Scout's Own or other worship service.
13. Explore a local city, county, state, or national park. Discuss with your den how a good citizen obeys the park rules.

OUTDOOR PROGRAM ACTIVITIES

Tiger Cubs, Cub Scouts, and Webelos Scouts enjoy many different activities in the outdoors. The following pages give some information about and ideas for some of theses activities. See the *Cub Scout Leader How-To Book* (No. 33832) for more suggestions on outdoor and nature activities appropriate for Cub Scout dens and packs.

Hikes

A hike is a journey on foot, usually with a purpose, a route, and a destination. Tiger Cub and Cub Scout dens will enjoy short hikes, and Webelos dens will have several opportunities for taking hikes related to activity badge requirements.

Boys should be properly clothed for the season. In winter, clothing should provide warmth; in summer, protection from the sun. Suitable footwear is always very important.

Use the buddy system when hiking, with a leader at the front and a leader at the end of the line.

Here are some suggestions for different types of hikes:

Homes Hike. Look for spider webs, nests, holes, and other homes in nature. Make a list.

Stop, Look, and Listen Hike. Hike for a specified length of time or for a certain number of steps. Then stop and write down all that you see and hear. Make several stops.

Puddle Hike. Hike in a gentle rain or just after a rain, with boys wearing appropriate rain gear. See how animals and insects take cover from the weather.

Crafts Hike. Collect nature items to be used for crafts—leaves, rocks, shells, etc. Make leaf rubbings, leaf prints, or other projects later.

Penny Hike. Flip a coin to see which direction you will go. Flip the coin at each intersection or fork in the road or trail.

Color Hike. Look for objects of preselected colors. Make a list.

Historical Hike. Hike to an historical spot. Know the history before going on the hike.

City Hike. Look for scraps of nature between cracks in the sidewalk. Look at the buildings for various architectural details—carvings, cornices, etc. A vacant lot can provide a lot of interest; even one overturned rock can reveal surprises. Look for specific birds and trees.

Nature Activities

With our increased awareness of the dangers of pollution and the need for better environmental education, we should help boys develop a deeper understanding of and appreciation for nature. They will learn how to do their best to protect and conserve our natural heritage.

Suggestions for nature activities include projects that help boys earn the Cub Scout World Conservation Award, and many of the advancement and elective requirements in the boys' handbooks.

Projects that emphasize conservation and the appreciation of nature can be fun and exciting. Consider activities such as making bird feeders, collecting nature items, planting seeds, and building terrariums.

Service Projects

Organized Cub Scout service activities not only benefit the boys' development, but these activities meet some real needs of people in the community.

Many of the projects that boys do for service take place outdoors. Recycling, picking up litter, sweeping and shoveling, weeding and planting are the most fun in an outdoors environment. See Chapter 29, "Den and Pack Activities," for more information on and ideas for service projects.

Games and Sports

Outdoor games and sports provide opportunities for teaching boys skills of good sportsmanship, including

- Following rules
- Having a positive attitude

Cub Scout Outdoor Program Options

Type of Camp	Who Attends*	Site Approval By	Reference	Primary Leaders	Training Required
Cub Scout Day Camp	Tiger Cubs and adult partners, Wolf and Bear Cub Scouts, Webelos Scouts	Local council	*Cub Scout Day Camp,* No. 13-33815; Day Camp Standards, No. 13-108	Camp director and program director	Camp director and program director trained in National Camping School Cub Scout Day Camp Administration
Cub Scout Resident Camp	Wolf and Bear Cub Scouts, Webelos Scouts	Local council	*Resident Camping for Cub Scouts, Webelos Scouts, and Parents,* No. 13-33814; Resident Camp Standards, No. 19-108	Camp director and program director	Camp director trained in National Camping School Resident Camping Management; Program Director trained in National Camping School Cub Scout Resident Camping Program
Pack Overnighters	Tiger Cubs and adult partners, Wolf and Bear Cub Scouts, Webelos Scouts, parents (siblings, if there is a separate program for them)	Local council; An established campground should be used.	*BALOO,* No.34162, Pack Overnighter Site Approval Form through local council service center	Pack leaders and parents	Pack leader or parent trained in BALOO (Basic Adult Leader Outdoor Orientation) held by the district or council training team
Webelos Den Overnight Campouts	Webelos Scouts and parent(s)	Local council	*Outdoor Leader Skills for Webelos Leaders,* No.13-33640	Webelos leader and parents	**Recommended:** Webelos den leader trained should be trained in Outdoor Leader Skills for Webelos Leaders held by the district or council training team
Webelos-Ree	Webelos Scouts and parent(s) as dens	Local council	*Webelos-Ree guide* through local council service center	Council or district leaders	**Recommended:** Council or district leaders trained in BALOO Training and in Outdoor Leader Skills for Webelos Leaders held by the district or council training team
Council or District Organized Family Camp	Entire families or parent(s)/sons (More than one pack attends.)	Local council	*Council Family Camping Staff Training Guide,* No. 13-468; Standards for Council-Organized Family Camps, No. 13-408	Council or district on-site family camp director (could be the council family camp administrator)	Family camp administrator trained in National Camping School Resident Camp Management; on-site family camp director trained by family camp administrator

*Parents and pack leaders are included in all Cub Scouting activities and should be invited to participate in all Cub Scout camping programs.

- Taking turns and sharing
- Getting along with others
- Playing fair

Such outdoor activities combine fun and fitness. They provide the opportunity for every Cub Scout to learn the basic skills of a sport, game, or competition while learning good sportsmanship and habits of personal fitness. Remember that participation and doing one's best are more important than winning.

For suggestions and instructions on games that could be-played outside, see the *Cub Scout Leader How-To Book* (No.-33832). For suggestions and instructions on various sports, see the *Cub Scout Academics and Sports Program Guide* (No. 34299).

Ceremonies

Ceremonies are always important, including in the outdoors. Outdoor pack activities usually call for an opening and closing ceremony (or closing campfire). Outdoor pack activities that take the place of regular pack meetings should also include advancement ceremonies so that awards can be presented promptly.

If weather permits, the outdoors is a good place to hold Webelos-to-Scout transition ceremonies. (See *Cub Scout Ceremonies for Dens and Packs,* No. 33212, for more details.)

Remember these points when planning outdoor ceremonies:

- **Weather.** It is difficult to keep candles lit in winds or light rain. Have a backup plan, with some type of protection.
- **Acoustics.** The wind sometimes carries voices in the wrong direction. Make sure speakers can be heard.
- **Natural Surroundings.** Make the most of the surroundings to furnish background. Lakefronts or open areas in the woods make good ceremony sites.
- **Length.** Make ceremonies short, especially if the audience is standing.
- **Flag.** Be certain that the U.S. flag is adequately anchored. A flag holder will usually require extra security on a windy day. Insist on respect for the flag, indoors or outdoors.

Campfires

Campfires can be an exciting and inspirational part of the Cub Scout outdoor program. There is no better way to end an evening pack outdoor activity than with a well-planned campfire.

Selecting a Campfire Site: A Checklist

- ❑ Choose a scenic spot with good drainage so that the ground will be dry for seating.
- ❑ Provide protection from the wind.
- ❑ Provide protection from insects.
- ❑ Check out the firewood supply; you might need to bring wood with you.
- ❑ Check for fire safety.
- ❑ Check with local authorities for any necessary permission to have a fire.
- ❑ Make sure that the fire is built, and can be extinguished, safely. Have a plan for extinguishing the fire. It may be necessary to bring water to the campfire site.
- ❑ Listen for outside noises that could be distracting or annoying. It is much better to have waves lapping against the shore or wind blowing through the trees than highway or airplane sounds.

The campfire program should have lots of pep as the fire leaps high, and then quietness and inspiration as the embers die. Use the Campfire Program Planner (pages 34-47 and 34-48) as a guide for planning the campfire program.

Successful campfires have four important ingredients:

1. **Songs**
   - Fun
   - Action
   - Patriotic
   - Inspirational
2. **Stunts and Ceremonies**
   - Fire lighting
   - Opening—to set the tone of the program
   - Advancement, if needed
   - Stunts or skits
   - Closing—quiet or inspirational
3. **Stories**
   - Fun
   - Adventure
   - Teaching
   - Action
   - Mystery

4. Showmanship

- Dress up the setting.
- Encourage enthusiasm.
- Get everyone involved.

Remember: Scouts leave no trace of fire scars or litter when they leave a campfire. Enlist the help of den chiefs in laying, lighting, and putting out campfires.

Pack Overnighters

Pack overnighters are pack-organized overnight events involving more than one family from a single pack, focused on age-appropriate Cub Scout activities and conducted at council-approved locations (councils use the Pack Overnighter Site Approval Form, No. 13-508B. A leader trained in BALOO (Basic Adult Leader Orientation) must attend the event. BSA health and safety and Youth Protection guidelines apply. Overnight camping by Cub Scout packs should be planned as an event for the boy and his entire family.

Overnight camping as a den unit is approved only for Webelos dens (see Chapter 21, "The Webelos Scout Program").

For detailed information on planning a pack overnighter, see Chapter 33, "Cub Scout Camping."

Den and Pack Trips and Excursions

Den and pack trips are a welcome change from the routine of pack and den meetings during the school year. They make good outing experiences that teach the boys something about their community and environment. Get parents' permission before you go. (See the Informed Consent Agreement, page 34-38.) Remember that a minimum of two adults must be present on all field trips (two-deep leadership). Here are some suggestions:

- **How Things Are Made.** Visit manufacturing plants such as aircraft, automotive, appliance, or electronic firms; chemical, paper, plastic, paint, furniture, or toy plants; and handicrafts or other small-craft industries.
- **How Your City Runs.** Visit power, water, and sewage plants; a gas company; police and fire stations; city hall; municipal buildings; the county jail; a telephone company; the post office; the Red Cross; hospitals; newspaper plants; and radio, television, and weather stations.
- **How Your City Travels.** Visit boat, bus, truck, railroad, subway, airplane, ferry, and shipping terminals and facilities. Take a ride.
- **How Your City Is Fed.** Visit truck and dairy farms, flour mills, and bakeries; food processing, canning, or bottling plants; stockyards and meat or poultry packing houses; a fish hatchery; beverage, candy, and ice-cream companies; markets; and food distributors.
- **Learn About Your Heritage.** Visit art galleries, museums, and memorials; celebrated old homes, monuments, and other historic sites; places of worship; civic centers; important local buildings; summer theaters and band concerts; and local historical celebrations.

The National Council has established the following guidelines for den and pack trips:

1. Trips normally will be one-day excursions.
2. Although overnight stays are permitted, they are not encouraged.
3. When overnight stops are necessary, participants will stay in private homes, motels, or hotels.
4. The local council may approve lock-ins or overnight programming at local museums.
5. Den leaders, pack leaders, and parents are expected to accompany boys on approved trips.
6. The adult partner must accompany the Tiger Cub on all trips and outings.

Adult family members should be called upon to provide assistance, supervision, and transportation for pack and den trips. They will be a big help and will enjoy the experience.

You must follow certain rules when taking trips, such as filing tour permits and providing safe transportation and supervision.

Local Tour Permits

A Local Tour Permit Application (page 34-39) must be filed with the local council service center two weeks before any pack trip of less than 500 miles. (If the destination is 500 miles or more, use the National Tour Permit Application, page 34-41.) The Local Tour Permit is required for these reasons:

- Your council is always concerned with the health, safety, and success of Scouting groups wherever they are. This permit and its application are designed to help you plan a safe, interesting, and enjoyable trip.
- In case of emergency, calls might come to your local council service center, so the office should know where your pack is.
- Your council would like to have a more accurate record of local tours and short-term camps in order to give each pack proper credit in its records and in news releases.
- Tour leaders take satisfaction in the fact that their tours are officially recognized and that they are responsible Scouting groups.

- Local officials in state and federal parks and forests can be assured that touring and camping groups have official status.
- Often, certain courtesies—not privileges—are extended to Scouting groups when official status has been determined.

Leaders should carefully read "Our Pledge of Performance" found on the back of the Local Tour Permit Application so that they will be familiar with the requirements.

Packs should file tour permits for any pack trips. Webelos dens should file tour permits for Webelos overnight campouts. Tour permits are required, along with permission slips from parents whenever the den travels to a place other than its regular meeting place even for short, in-town trips.

Planning for Den and Pack Trips

Good planning contributes to fun-filled and worthwhile den-and pack trips. Both boys and leaders should be properly prepared.

See Chapter 13, "Health and Safety," and the *Guide to Safe Scouting* (No. 34416) for BSA policies concerning tour permits and transportation of Cub Scouts on den and pack trips.

Here are steps to consider when planning den and pack trips:

1. File a Local Tour Permit Application (page 34-39) with your local council service center.
2. File the National Tour Permit Application (page 34-41) for longer den trips. Check with your local council service center for trip policies.
3. Obtain an Informed Consent Agreement (page 34-38) from parents for den trips. Den families should be notified any time that the den is away from the regular meeting place. The pack committee and Cubmaster should also be informed about den trips.
4. Secure adequate, responsible, and safe transportation. Ask families to help provide transportation for den and pack trips.
5. Wear proper uniforms and behave appropriately, as Cub Scouts and leaders are representing the Boy Scouts of America.
6. Provide plenty of adult supervision. Enlist the help of adult family members. A minimum of two adults must be present on any den or pack trip.
7. When planning, consider the time, money, and interest levels of your den or pack members.
8. Make arrangements in advance with the place that you plan to visit. Be on time.
9. Tell the boys in advance the highlights of what they can expect to see and do. Coach them to be attentive and courteous and to observe all rules.
10. Establish the buddy system before starting the trip. Make it clear that buddies are to remain together at all times.
11. Do not caravan or travel in a convoy. Meet for departure at a designated area. Then prearrange a schedule for periodic checkpoints as a group, if needed.
12. If your destination is a state or national park, show your tour permit upon arrival.
13. Locate restrooms immediately upon your arrival.
14. Decide on rendezvous points, gathering times, and plans for eating.
15. Know where emergency care can be obtained. See that each boy has enough money for an emergency phone call.
16. Know how many boys are with you, and have a list of them. Be sure each has an identification card.
17. Upon your return, have the boys write thank-you notes to anyone who was helpful during your trip.

Two-Deep Leadership

Leadership and personnel: Boy Scouts of America policy requires at least two adult leaders on all camping trips and tours. Coed Venturing crews must have both male and female leadership. The adult leader in charge of this group must be at least 21 years old.

It is the responsibility of the chartered organization of any Cub Scout pack, Boy Scout troop, Varsity Scout team, or Venturing crew/ship to stress to the committees and leadership of the unit that sufficient adult leadership must be provided on all trips and outings.

LEAVE NO TRACE FRONTCOUNTRY GUIDELINES

As more people use parks and recreation facilities, LEAVE NO TRACE® guidelines become even more important for outdoor visitors.

Leave No Trace is a plan that helps people to be more concerned about their environment and to help them protect it for future generations. Leave No Trace applies in a backyard or local park (frontcountry) as much as it does in the wilderness (backcountry).

We should practice Leave No Trace in our attitude and actions—wherever we go. Understanding nature strengthens our respect toward the environment. One person with thoughtless behavior or one shortcut on a trail can spoil the outdoor experience for others.

Six Leave No Trace Guidelines for Cub Scouts

Plan Ahead

Watch for hazards and follow all the rules of the park or outdoor facility. Remember proper clothing, sunscreen, hats, first aid kits, and plenty of drinking water. Use the buddy system. Make sure you carry your family's name, phone number, and address.

Stick to Trails

Stay on marked trails whenever possible. Short-cutting trails causes the soil to wear away or to be packed, which eventually kills trees and other vegetation. Trampled wildflowers and vegetation take years to recover. Stick to trails!

Manage your pet

Managing your pet will keep people, dogs, livestock, and wildlife from feeling threatened. Make sure your pet is on a leash or controlled at all times. Do not let your pet approach or chase wildlife. When animals are chased or disturbed, they change eating patterns and use more energy that may result in poor health or death.

Take care of your pet's waste. Take a small shovel or scoop and a pick-up bag to pick up your pet's waste— wherever it's left. Place the waste bags in a trash can for disposal.

Leave what you find

When visiting any outdoor area, try to leave it the same as you find it. The less impact we each make, the longer we will enjoy what we have. Even picking flowers denies others the opportunity to see them and reduces seeds, which means fewer plants next year.

Use established restrooms. Graffiti and vandalism have no place anywhere, and they spoil the experience for others. Leave your mark by doing an approved conservation project.

Respect other visitors

Expect to meet other visitors. Be courteous and make room for others. Control your speed when biking or running. Pass with care and let others know before you pass. Avoid disturbing others by making noise or playing loud music.

Respect "No Trespassing" signs. If property boundaries are unclear, do not enter the area.

Trash Your Trash

Make sure all trash is put in a bag or trash receptacle. Trash is unsightly and ruins everyone's outdoor experience. Your trash can kill wildlife. Even materials, such as orange peels, apple cores and food scraps, take years to break down and may attract unwanted pests that could become a problem.

Cub Scouting's Leave No Trace Awareness Award

Tiger Cub, Cub Scout, Webelos Scout

1. Discuss with your leader or parent/guardian the importance of the Leave No Trace frontcountry guidelines.
2. On three separate outings, practice the frontcountry guidelines of Leave No Trace.
3. Boys in a Tiger Cub den complete the activities for Achievement 5, Let's Go Outdoors; boys in a Wolf den complete Requirement 7, Your Living World; boys in a Bear den complete Requirement 12, Family Outdoor Adventures; boys in a Webelos den earn the Outdoorsman activity badge.
4. Participate in a Leave No Trace–related service project.
5. Promise to practice the Leave No Trace frontcountry guidelines by signing the Cub Scout Leave No Trace Pledge.
6. Draw a poster to illustrate the Leave No Trace frontcountry guidelines and display it at a pack meeting.

Cub Scout Leader

1. Discuss with your den's Cub Scouts or your pack's leaders the importance of the Leave No Trace frontcountry guidelines.
2. On three separate outings demonstrate and practice the frontcountry guidelines of Leave No Trace.

3. Participate in presenting a den, pack, district, or council awareness session on Leave No Trace frontcountry guidelines.

4. Participate in a Leave No Trace–related service project.

5. Commit yourself to the Leave No Trace frontcountry guidelines by signing the Cub Scout Leave No Trace Pledge.

6. Assist at least three boys in earning Cub Scouting's Leave No Trace Awareness Award.

Want to do more? Take the pledge!

You can take the pledge to practice the Leave No Trace frontcountry guidelines wherever you go. Just review the guidelines and promise to practice them in your frontcountry outings.

Cub Scout Leave No Trace Pledge

I promise to practice the Leave No Trace frontcountry guidelines wherever I go:

1. Plan ahead.

2. Stick to trails.

3. Manage your pet.

4. Leave what you find.

5. Respect other visitors.

6. Trash your trash.

Patches (catalog number 08797) are available through your local council.

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INTRODUCTION

Camping is the great outdoor adventure of the Boy Scouts of America.

A common thread of purpose and method runs through every part of the Scouting camping program. The aim is to clearly define that thread in each part of the camping program so that the purposes of Scouting will be made clear and the common methods that are followed will unify Scouting units as teams dedicated to the highest ideals of camping and service.

Organized camping is a creative, educational experience in cooperative group living in the outdoors. It uses the natural surroundings to contribute significantly to physical, mental, spiritual, and social growth.

- Camping contributes to good health through supervised activity, sufficient rest, good fun, and wholesome companionship.
- Camping helps campers develop self-reliance and resourcefulness by providing learning experiences in which they acquire knowledge, skills, and attitudes essential to their well-being.
- Camping enhances spiritual growth by helping campers recognize and appreciate nature and the handiwork of God in nature.
- Camping contributes to social development by providing experiences in which campers learn to deal practically and effectively with living situations.
- Camping is an experience in citizenship training, providing campers with opportunities to make decisions and plan and carry out activities at their own level, while improving understanding within the family.
- Camping at the Cub Scout level introduces boys to the knowledge and skills that they will learn and apply more thoroughly as a Boy Scout.

Cub Scout camping is an opportunity for the continuation of Cub Scouting throughout the summer (and acquisition of the National Summertime Pack Award). Cub Scout camping provides experiences that are age appropriate for Tiger Cubs, Cub Scouts, Webelos Scouts, and their families. The ideal method of camping for Cub Scouts involves parents/guardians and the pack by dens.

CAMPING HEALTH AND SAFETY

Where to Camp

Cub Scout pack camping should be conducted only at sites approved by the local council. This might include federal, state, or local parks, in addition to BSA property. Check with your council service center for locally approved sites before planning your trip. Complete appropriate tour permits and licenses required by the site and your council.

Webelos Scouts should be experiencing family-type camping, as opposed to the more challenging type of camping that they will be experiencing as Boy Scouts. A location that has a tested water supply, toilets, cooking facilities, space for pitching tents, and an area for indoor activity would be appropriate for a Webelos den overnight campout. Another possibility is a public campground, which is usually in a good location with appropriate facilities. Also check with the local council about their facilities for Webelos overnight camping.

For more information on Webelos den overnight camping, see Chapter 21, "The Webelos Scout Program."

Whenever a pack or Webelos den goes on any camping activity, a Local Tour Permit Application should be filed.

Water

Use only tested water for drinking. Packs will camp in approved council sites that usually have good facilities and tested water. If the water at your camping site hasn't been tested, however, bring water from home in plastic jugs or other closed-top containers. If in doubt, bring water to a full rolling boil for at least a minute.

Allow enough for drinking water, cooking, and cleanup and have some extra for fire protection.

Sanitation

Pack overnighters should be held at a site that has toilet facilities.

Dishwashing is often a problem when camping. For a short overnight campout, solve the problem by using paper plates and cups and plastic utensils, leaving only the cooking utensils to be cleaned. Do not burn disposable tableware. If a trash receptacle isn't available, carry out the used dinnerware for disposal at home.

Use hot water for cleaning pots, pans, and utensils. Sterilize with boiling water and air-dry. If nondisposable tableware is used, teach the boys to scrape their dishes before putting them in the dishwater. Strain food bits out of your dishwater and put them in your trash. Carry the used water away from camp and at least 200 feet (75 steps) from any lakes or streams. Give it a good fling, spreading it over a wide area.

Campsite Cleanliness

Trash, including food scraps and paper products, should be disposed of properly in a trash receptacle and not burned. Don't put plastic or plastic foam in a fire; burning plastic can release toxic gases into the air. Don't bury leftovers or scatter food in the woods. Animals will find it and it is not healthy for them to eat. If the campsite has garbage disposal facilities, use them. If not, pack it out. Wash bottles and flatten tin cans for recycling.

Always take plastic garbage bags on a campout. They serve many purposes, especially if you must carry out trash.

Flammability Warning

No tent material is fireproof, and it can burn when exposed to heat or fire. Follow these rules:

- Only flashlights and electric lanterns are permitted in tents. "No flames in tents" is a rule that must be enforced.
- Liquid fuel stoves, heaters, lanterns, lighted candles, matches, and other flame sources should never be used in or near tents.
- Do not pitch tents near an open fire.
- Do not use flammable chemicals near tents (charcoal lighter, spray cans of paint, bug killer and repellent).
- Be careful when using electricity and lighting in tents.
- Always extinguish cooking fires and campfires promptly.
- Obey all fire laws, ordinances, and regulations.

Campfire Safety

Fires should be built only in a designated fire ring provided by the landowner or, with permission, in an off-the-ground fire pit device. Suggestions on how to build an off-the-ground fire pit may be found in the *Cub Scout Leader How-To Book.*

Take caution when building your fire:

- Build the fire in the center of a 10-foot circle that is free of flammable materials such as twigs and dry grass.
- Don't build the fire against a tree or between the roots.
- Keep the fire away from dead logs and stumps and from overhanging limbs and branches.
- Don't use firewood that spits sparks.
- Break burnt matches before throwing them away, and be sure that they are "cold out."
- Never leave a fire unattended.
- Keep a bucket of water, dirt, or sand handy for emergency use.
- When you are through with the fire, put it out. Spread the coals and ashes and sprinkle them with water. Stir and sprinkle until the fire is cold out. This means it feels cold to the touch.

Accident and Sickness Insurance Protection

For questions about current camper accident and sickness insurance, refer to your council for the latest material. Also see Chapter 13, "Health and Safety."

PRIVACY STANDARDS ON TRIPS AND OUTINGS

To support the BSA policy of two-deep leadership on all trips and outings, sleeping arrangements of male and female leaders needs to be addressed. All leaders are expected to reflect high moral standards established by customs, traditional values, and religious teachings.

- Male and female leaders require separate sleeping facilities. Married couples may share the same quarters if appropriate facilities are available.
- Male and female youth participants must not share the same sleeping facility.
- When tents are used, no youth will stay in the tent of an adult other than his or her parent or guardian.
- When housing other than tents is used, separate housing must be provided for both male and female participants. Adult male leaders must be responsible for the male participants; adult female leaders must be responsible for the female participants.
- Adult leaders need to respect the privacy of youth members in situations in which the youth are changing clothes or taking showers, and intrude only to the extent that health and safety require. Adults also need to protect their own privacy in similar situations.
- Although it is not mandatory, councils are strongly encouraged to have separate shower and latrine facilities for females. In camps where separate facilities are not available, separate shower schedules for males and females should be posted. Exercise the buddy system for latrine use by having one person wait outside the entrance, or use Occupied and Unoccupied signs on door latches.

For more guidelines on camping and supervision for Cub Scouts, see the *Guide to Safe Scouting* (No. 34416).

Two-Deep Leadership

It is the policy of the Boy Scouts of America that trips and outings may never be led by only one adult. Two registered adult leaders or one registered adult leader and a parent of a participant, one of whom must be 21 years of age or older, are required for all trips or outings.

It is the responsibility of the chartered organization of any Cub Scout pack, Boy Scout troop, Varsity Scout team, or Venturing crew/ship to stress to the committees and leadership of the unit that sufficient adult leadership must be provided on all trips and outings.

SHOOTING SPORTS IN CUB SCOUT CAMPS

Archery and BB gun shooting are restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council activities where there are properly trained supervisors and all standards for BSA shooting sports are enforced. Archery and BB gun shooting are not to be done at the pack level.

Archery and BB gun shooting belt loops and sports pins may only be earned at the camps and activities listed above.

These programs are designed to emphasize safety and marksmanship development under the direction of trained range officers using nationally approved instructional methods.

CUB SCOUT CAMPING OPPORTUNITIES

Cub Scouting offers several different camping opportunities for Cub Scouts through day camps, resident camps, Webelos den overnight campouts, council-organized family camps, and pack overnighters.

Cub Scout Day Camp

Day camp is an organized one- to five-day program for Tiger Cubs, Cub Scouts, and Webelos Scouts conducted by the council under certified leadership at an approved site. Day camps are conducted during daylight or early evening hours. Day camps do not include any overnight activities.

Certification of the day camp director and program director is provided through the National Camping School. All day camps shall be conducted in accordance with established standards as provided in National Standards for Local Council Accreditation of Cub Scout/Webelos Scout Day Camps for Precamp and Operational Accreditation (No. 13-108).

Check with your council and district leaders for day camp opportunities available in your area.

Cub Scout/Webelos Scout Resident Camp

Cub Scout and Webelos Scout resident camping is a council-organized, theme-oriented overnight camping program. It operates for at least two nights and is conducted under certified leadership at a camp approved by the council.

Resident camping typically includes the following outdoor program areas:

- Showmanship
- Craftsmanship
- Fitness
- Nature
- Sportsmanship
- Waterfront
- Campcraft

Each year, councils change their overall theme to offer different adventures. Examples of themes include Sea Adventure, Space Adventure, Athletes, Knights, Circus Big Top, American Indian Heritage, Folklore, and the World Around Us.

Certification of the resident camp director and program director is provided through the National Camping School. All Cub Scout and Webelos Scout resident camps shall be conducted in accordance with established standards as given in National Standards for Resident Camp Accreditations (No. 19-108).

Check with your council and district leaders for resident camp opportunities available in your area.

Webelos Den Overnight Camping

Webelos den campouts serve to move the Webelos Scout to the next level of the BSA's ever-increasing challenge in the outdoors. The boy and his parent or guardian will be introduced to the basics of Boy Scout camping. A Webelos den leader who has completed position-specific training and Outdoor Leader Skills for Webelos Leaders training should conduct these events. Webelos dens are encouraged to participate in joint den-troop campouts, particularly in the fifth-grade year. These campouts should be conducted with an individual troop for the purpose of strengthening ties between the pack and the troop. BSA health and safety, age-appropriate guidelines for Cub Scout activities, and Youth Protection guidelines apply. When camping with a troop, Cub Scout guidelines still apply for all Cub Scout members.

Webelos dens are encouraged to visit Boy Scout camporees and Klondike derbies. The purpose of these visits should be for the boys to look ahead with anticipation to their future as Boy Scouts and observe troops they might join. Webelos Scouts should not compete or participate in activities designed for Boy Scouts. Webelos Scouts should not spend the night at the event if the program is Boy Scout–based. A separate Webelos-only event known as a Webelos-Ree should be provided by the council or district.

To provide leadership for this event, Webelos den leaders should complete the course, *Outdoor Leader Skills for Webelos Leaders*, No. 13-33640.

See Chapter 21, "The Webelos Scout Program," for more information on planning a Webelos den overnight campout.

Webelos-Ree

A Webelos-Ree is a district or council overnight camping experience for Webelos dens with den leadership present. The local council or district sponsors the event and provides the program and leadership. The location is approved by an appropriate committee, as determined by the council. The local council sets the ratio of Webelos Scouts to adults for the event. In most cases, each boy will be accompanied by a parent or guardian. In all cases, a responsible adult will be designated for each youth participant. BSA Youth Protection standards will apply regarding sleeping and bathroom arrangements.

This camporee-style event is intended for Webelos Scouts, with events and activities planned for their ability level, according to age-appropriate guidelines for Cub Scouts. Boy Scouts should participate only in leadership and support capacities. Key staff members should be trained in *Outdoor Leader Skills for Webelos Leaders*, No. 13-33640. A program guide, "Conducting a Webelos-Ree," is available from local councils.

Council-Organized Family Camp

Council-organized family camps are overnight camping activities involving more than one pack. The local council or district provides the elements of the outdoor experience, such as staffing, food service, housing, and program. These overnighters often are referred to as Parent-Pal or Adventure Weekends. In most cases, the youth member will be under the supervision of a parent or guardian. In all cases, each youth participant is responsible to a specific adult.

Leadership of these functions is provided through the family camp administrator, who is at least 21 years of age and has successfully completed National Camping School training in Resident Camp Management. It is his or her responsibility to promote, schedule, and oversee the family camping opportunities in the council. The family camp administrator has the

responsibility to train family camp directors and other staff who will be providing leadership for the family camping activities.

The council must approve overnight activities involving more than one pack. Council-organized family camps must be conducted in accordance with established standards as given in National Standards for Council-Organized Family Camps (No. 13-408).

Pack Overnighters

Pack overnighters are pack-organized overnight events involving more than one family from a single pack, focused on age-appropriate Cub Scout activities and conducted at council-approved locations (councils use the Pack Overnighter Site Approval Form, No. 13-508B). If nonmembers (siblings) participate, the event must be structured accordingly to accommodate them. BSA health and safety and Youth Protection guidelines apply. In most cases, each youth member will be under the supervision of a parent or guardian. In all cases, each youth participant is responsible to a specific adult.

Adults giving leadership to a pack overnighter must complete Basic Adult Leader Outdoor Orientation (BALOO) to properly understand the importance of the program intent, Youth Protection guidelines, health and safety, site selection, age-appropriate activities, and sufficient adult participation. Permits for campouts shall be issued locally. Packs use the Local Tour Permit Application (see page 34-39). Check with your district leaders for information about BALOO (No. 34162) training in your area.

PLANNING A PACK OVERNIGHTER

Purpose

A quality pack overnighter helps strengthen the relationship between a boy and his family and delivers the promise of adventure that boys dream about when they join Scouting. Well-planned overnighters offer a variety of activities to keep boys excited and involved in an ever-increasing challenge of outdoor adventure. They should always be age-appropriate for the boys participating. Many Cub Scouts will have their first overnighter as a member of your pack. It is critical that you make every effort to help this be the most positive experience it can be for boys. If a boy has a negative experience, he may choose never to go camping again.

How Often Are They Held?

Overnighters organized by the pack are supplemental to participation in council- and district-organized camping opportunities, and many packs choose to deliver the promise of camping adventure to the boys in their packs by promoting and supporting these opportunities. Some packs choose to organize one or two additional overnighter opportunities during the year, once in the fall and once in the spring. Because every effort should be made to make these first campouts positive for the participants, wintertime camping activities or planning outings during potentially inclement weather are discouraged.

Who Attends?

Pack overnighters must be organized and led by an adult leader who has successfully completed Basic Adult Leader Outdoor Orientation (BALOO). Revised camping policies state that in most cases each boy is under the supervision of a parent or guardian. The spirit and premise behind all Cub Scout overnight camping is that the activity is a parent-son event. Plans should always be made to have as many adults as youth participants at the event.

If a parent cannot attend, the boy's family must make arrangements for one of the other parents attending, or for another adult relative or friend, to be a substitute at the overnighter. Each boy should have someone he knows watching out for him. It is important that each Cub Scout be under the supervision of an adult and that every adult have a share of the responsibility for the overnighter. If necessary to accommodate a special circumstance, an adult may be responsible for more than one boy.

Where Are They Held?

Pack overnighters may be held only at locations approved by the local council. In selecting these locations, your council used the Pack Overnighter Site Approval Form, No. 13-508B to identify good locations that are safe and accessible and have adequate facilities for a pack overnighter. Check with your local council for a list of approved pack overnighter locations. The location must be listed on the tour permit filed for this activity, and it will be checked when filed at the council service center.

How Do We Get There?

Since a family member or other adult will accompany each Cub Scout, transportation should not be a problem. Cars are best for transportation to the overnighter. Transporting boys in trucks is unsafe and forbidden except in the cab. Buses are not recommended because chartering transportation could make parents feel less responsible for the trip. Appropriate tour permits should be filed, and individual seat belts are required for each person.

What Equipment Do We Need?

An overnighter requires protection from the weather, equipment for food preparation, and program items to suit the area and activities where the overnighter is being held. Tents, cabins, campers, or camp trailers will be required for shelter. Some camps make tents or sleeping areas available to

Cub Scout packs. If not, the responsibility for shelter may be assigned to parents.

Many families will have their own tents that they use for family camping, or they can borrow one from a neighbor. Often, a nearby Boy Scout troop will loan tents and other camping equipment to a Webelos den. Dens or packs should not be required to purchase camping equipment.

Each parent/guardian and son will need some personal equipment. See the Individual Campout Checklist for Pack Overnighter on page 34-49. The type of meal program selected for the overnighter will determine the kind of food preparation equipment that will be necessary. In some cases, each family may choose to bring and prepare its own meals. In other circumstances, the pack may choose to share the load and have the entire group prepare meals together (see "Adult Preparation" page 33-6). *Minimize the amount of cooking responsibility delegated to Cub Scouts.* The number one goal of these first camping experiences is to make them positive events for everyone. Enjoying fun and simple picnic or family-style meals together is a great start.

Pack Overnighter Preparation

Leader Preparation

1. Take Basic Adult Leader Outdoor Orientation (BALOO), which is required training for the pack adult leader planning and leading the overnighter.

2. Select the date and location for the overnighter several months in advance. A pack overnighter should never be a last-minute event. It should be scheduled during the annual pack program planning conference.

3. Make reservations and turn in a Local Tour Permit Application to the local council service center well in advance of the overnighter. Make sure that the local council has approved the selected location.

4. Check on local regulations regarding the use of fires for cooking and campfire programs.

5. Enlist the help of others in planning the details of the campout. If you are not a seasoned camper, be sure to take along someone who has camping experience. More than likely, some of the parents will be campers. If not, lots of Scouters will probably be willing to help.

6. Communicate! Most problems occur because of a lack of planning or communication. Make a great plan and share it with everyone involved.

Boy Preparation

Preparing the boys goes beyond just telling them that an overnighter has been planned. The period of preparation for the overnighter offers many opportunities to introduce new materials to boys and help them develop useful skills. Here are some examples:

1. Teach the boys the rules of fire safety. (See the *Webelos Scout Book* for fire safety rules.)

2. Reviewing the Outdoor Code is a great way to help Cub Scouts prepare to be responsible campers (see page 32-3 for the Outdoor Code).

3. Plan ahead for campfire program activities. Ask dens or families in advance to prepare fun, appropriate material to share around the campfire.

4. At least one pack meeting before the overnighter, go over the Webelos Scout Overnight Checklist (page 34-50) with the boys and send a copy home with them, along with a letter giving the details about the overnighter.

Adult Preparation

Preparing adults is as important as preparing boys. The end result will be a smoothly run overnighter with everyone knowing what is expected. Information about the overnighter can best be communicated at a pre-overnighter meeting with the parents. Make this a plan-sharing meeting. You have developed a basic plan, but let parents get involved in planning the details. Enhance your program using their talents and abilities. For example, someone might know about birds and trees; you might find a song leader, storyteller, or game leader among them. Take a positive attitude at the meeting. Let them know that they share the responsibility.

This meeting should be at least two weeks before the overnighter; this is close enough to the overnighter date so that last-minute changes in plans can be avoided. If some parents can't attend, be sure they receive as much information as possible.

The meeting agenda should include the following:

1. **Date, location, and starting and ending times of the overnighter.** Cover this information in detail. Provide maps if necessary. Decide whether transportation will be on an individual basis or through some other method. Carpooling will save on gasoline costs and parking fees.

2. **A complete list of "Do's and Don'ts" for the overnighter.** It's important to communicate very clearly, in writing, to parents the critical health and safety and Youth Protection guidelines of Scouting that must be followed during an overnighter activity. Include information on potential hazards at the location, and review safety procedures regarding tools, fires and fire-starting, use of gas stoves and lanterns, and unauthorized behaviors and activities. Because some parents may be new to Scouting, it's important to include even the most basic, commonsense policies so that everyone is equally informed.

3. **Schedule of events.** The overnighter's success depends on having a planned program of activities. Involve the parents in deciding what type of activities will be included in the campout. Consider the following: nature hike, fishing,

swimming, games, conservation activities and projects, a campfire program, or a service project.

For weekend overnighters, a nondenominational worship service is appropriate and recommended. It should be simple and brief.

If swimming is included, be sure to follow Safe Swim Defense. If boating is included, follow Safety Afloat. (See Chapter 14, "Water Safety.")

Remember that shooting sports are not an approved part of Cub Scouting except at a council-approved and -operated Cub Scout day camp, Cub Scout resident camp, or council-organized Cub Scout family camp.

Shooting sports are not permitted at pack overnighters.

4. **Menu.** Keep the menu simple, remembering that in most cases the families attending the overnighter will cook, eat, and clean up together. It is a good idea to suggest that similar (although not necessarily identical) meals be planned for all involved.

   Packwide meals are also recommended and can be very simple. For example, if the overnighter begins on Saturday morning, it should start after breakfast, and everyone brings a sack lunch. Dinner Saturday evening could be a family barbecue, and breakfast Sunday morning could be a packwide pancake feed. Again, simplicity is the key.

   Special foods that focus on the theme of the overnighter are an easy way to make the campout fun. Examples include a Wild West chili cookout for lunch, where families prepare and share a pot of chili, complemented by a hot dog feed in the evening. Be creative, but also remember KISMIF (Keep It Simple, Make It Fun).

5. **Equipment.** Each parent/guardian should have a personal equipment checklist. It is similar to the one given to the boys but would include specific things that adults will find handy, such as cooking equipment, lawn chairs, cots, tents or other shelter, and items for program activities. It always helps to include items that should not be brought as well, such as firearms, alcohol, fireworks, and illegal drugs.

6. **Health and safety.** Using the *Guide to Safe Scouting* as a resource, review BSA guidelines on

   - Drug, alcohol, and tobacco use
   - Fuel and fire safety
   - Water safety. If swimming is included, be sure to have someone trained in and committed to compliance with the eight points of Safe Swim Defense. (See Chapter 14, "Water Safety.")

   Secure a Class 1 Personal Health and Medical History (No. 34414) on all youth and adults who will attend the campout.

Summary

Trained leaders, a great location (approved by the council), adequate adult supervision, and a fun, age-appropriate program of activities are the critical ingredients for an exciting pack overnighter. It should be the first, fun step for the boy of a lifetime of outdoor adventure with the BSA.

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INTRODUCTION TO RESOURCES

"Where can I find…?" This is probably the most frequently asked question from Cub Scout leaders trying to provide a quality program for their boys. The creative use of resources can strengthen Cub Scouting in the den and pack. The effective use of resources can make an average program turn into one that not only delivers the promise but keeps everyone coming back for more. Here, you'll find some ideas on where to find resources to help you do your job.

PEOPLE

People, of course, are your most important resources. Fellow Scouters can be a wealth of ideas, and it's not hard to find someone who has "been there, done that." The following are important resources for you in your job as a Cub Scout leader:

- Cub Scout leaders' roundtable
- Cub Scout leaders' pow wow or University of Scouting
- Workshops and other training courses
- District committee member
- Commissioner staff members
- Professional Scouters
- Parents and family members of Cub Scouts
- Other youth groups

MATERIALS AND EQUIPMENT

Another frequently asked question is "Where can I get…?" Here are some ideas.

1. **Donations**
   - Families, neighbors, friends
   - Chartered organizations
2. **Local council service center**
   - Literature
   - Badges and insignia
   - Special recognitions
3. **Scouting distributor**
   - Insignia
   - Uniforms
   - Equipment
4. **BSA Supply Division**
   - Literature
   - Insignia
   - Uniforms
   - Equipment
5. **Boy Scout troops**
   - Loan of equipment

The BSA has selected your Scouting distributors to provide you with official merchandise needed in your Cub Scouting activities. Check with your unit commissioner or local council service center for the locations of Scouting distributors in your area.

Badges, insignia, and literature are available from your local council service center. A staff member will gladly order anything that is not in stock. Materials and equipment can be ordered directly by phone or mail from the Supply Division distribution center. Shipments are usually made within two to four weeks after the order has been received. You can get a catalog from your local council service center or Scouting distributor.

PROGRAM IDEAS AND INFORMATION

BSA Literature

Cub Scout Program Helps

Cub Scout Program Helps contains everything a den or pack needs to plan monthly meetings. For each month of the year, you will find

- An agenda and plans for a monthly pack meeting
- Four weeks of den meeting plans for Tiger Cub, Wolf, and Bear Cub Scout dens
- Recommended items of discussion for your monthly pack leaders' meeting

Cub Scout Program Helps is published in two forms: (1) It is sent in segments in *Scouting* magazine to registered Cubmasters and assistants, Tiger Cub den leaders, and Cub Scout den leaders and assistants; (2) it is available in booklet form at your local council service center with all 12 months of program.

Webelos Leader Guide

Webelos Scout program helps are featured in the *Webelos Leader Guide,* which also includes the Webelos Planning Guide and Webelos den activities.

Scouting Magazine

Scouting magazine, mailed to all registered adults, is filled with inspirational and challenging articles of interest. Success stories, new program ideas, a review of new literature, and news of national Scouting events are included to keep Cub Scout leaders informed of the latest happenings in Cub Scouting.

Boys' Life Magazine

Boys' Life is the official boys' magazine of the BSA. It is published in three demographic editions: the Tiger Cub edition, the Cub Scout edition, and the Boy Scout edition. All subscribers receive their edition based on how they are registered.

Each monthly issue of the Cub Scout edition of *Boys' Life* is filled with word games and puzzles, advancement information, sports profiles, pack activity suggestions, adventure stories, handicraft ideas, and articles that support the monthly Cub Scout theme and Webelos den activity badges. All are written with the Cub Scout–age reader in mind. The cartoon section is entertaining and educational as well as a valuable program aid.

Other Resources

Additional information sources include district and council newsletters, libraries, magazines, and the World Wide Web. More and more Scouting units—from around the world—are creating Web pages filled with information and ideas that have worked for them: from games and stories to recipes and events. A little browsing can reveal a lot of new ideas.

Leaders should carefully consider whether material from these outside sources is age-appropriate and supports the values and aims of Scouting. Furthermore, information on BSA policy is accurate only on the official Web site of the Boy Scouts of America National Council at www.scouting.org.

YOUR PACK LIBRARY

The pack committee should see that all leaders have their own copies of the *Cub Scout Leader Book*. In addition, they will need other resource materials. Some leaders may want to purchase their own copies of the literature, but for others, cost might be a problem. It can be very helpful to leaders if the pack provides a reference library. It could include the following basic books:

Bear Handbook, No. 33450

Cub Scout Ceremonies for Dens and Packs, No. 33212

Cub Scout Leader How-To Book, No. 33832

Cub Scout Magic, No. 33210

Cub Scout Songbook, No. 33222

Cub Scouting's BSA Family Activity Book, No. 33012

Den Chief Handbook, No. 33211

Group Meeting Sparklers, No. 33122

Guide to Safe Scouting, No. 34416

Insignia Guide, No. 33066

Scouting's Library of Literature, No. 70-080

Tiger Cub Handbook, No. 34713

Webelos Handbook, No. 33452

Wolf Handbook, No. 33451

Your Flag, No. 33188

You may need more than one copy of most of these books, depending on the number of leaders who use them. Three or four sets of the basic books are usually sufficient for the average pack. In addition, add books on storytelling, nature subjects, crafts, skits, etc.

Develop a reference file of back issues of *Boys' Life* and *Scouting* magazines as well as old copies of *Program Helps.* This will be a valuable resource for program ideas.

BSA SUPPORTING LITERATURE

The BSA has developed a wide variety of supporting literature and materials to help you carry out a fun-filled and effective program for your pack or den. You can find most of these at your local council service center or Scout shop. Ask your commissioner or district executive for help if you have trouble finding them.

Use item numbers when ordering from your local council service center, a Scouting distributor, or the Supply Division. Items in the lists below that are followed by an asterisk (*) are in this appendix. Those followed by a dagger (†) are available for download at www.scouting.org/forms.

Den and Pack Management

Cub Scout Den Record, No. 33828*†

Cub Scout Leader Book, No. 33221

Den Chief Handbook, No. 33211

Individual Cub Scout Record, No. 33827*†

Individual Tiger Cub Record†

Monthly Den Dues envelope, No. 34209

Pack Record Book, No. 33819

Personal Health and Medical Record, No. 34414*†

Tiger Cub Attendance and Dues†

Tiger Cub Den Record*†

Webelos Den Record, No. 33850*

Uniforming

New Leader Training Essentials, No. 34870

Cub Scout Leader Specific Training, No. 34875

Cub Scout Leader Training poster set, No. 34876

Cub Scout Leader Specific Training video, AV01-V013

Female Leader Uniform Inspection Sheet, No. 34281*†

Insignia Guide, No. 33066

Male Leader Uniform Inspection Sheet, No. 34284*†

Tiger Cub, Cub Scout and Webelos Scout Uniform Inspection Sheet, No. 34282*†

Training

(Also see your local council's website.)

New Leader Training Essentials, No. 34870

Cub Scout Leader Specific Training, No. 34875

Cub Scout Leader Training poster set, No. 34876

Cub Scout Leader Specific Training video, AV01-V013

Cub Scout Leader Fast Start video: AV-01V022A
(The Viewer's Guide is available on www.scouting.org.)

Cub Scout/Boy Scout Fast Start Training DVD, AV-01DVD22

Den Chief Training Conference, No. 34450

Membership Recruiting and Leadership Selection

Adult Registration Application, No. 28-501†; in Spanish, No. 28-502†

Family Talent Survey Sheet, No. 34362*

Leadership Transfer Notice, No. 28-401*

Selecting Cub Scout Leadership, No. 13-500

Transfer Form (Youth Member), No. 28-401*

Youth Application, No. 28-102†; in Spanish, No. 28-110†

Advancement

Activity Badge Pocket Certificate, No. 33423

Advancement Report, No. 34403*

Arrow of Light Pocket Certificate, No. 34219

Arrow Point Pocket Certificate, No. 34233

Bear Cub Scout Pocket Certificate, No. 34221

Bear Handbook, No. 33451

Bobcat Pocket Certificate, No. 34218

Cub Scout (Den) Advancement Chart, No. 34192*

Cub Scout Immediate Recognition Kit, No. 01804

Cub Scout Insignia Poster Set, No. 34648

Cub Scout Insignia Stickers—Large, No. 34650

Cub Scout Insignia Stickers—Small, No. 34457

Den Advancement Report, No. 33847*

Pack Graduation Certificate, No. 33751

Tiger Cub Den Advancement Report†

Tiger Cub Pocket Certificate, No. 33920

Tiger Cub Handbook, No. 34713

Unit Advancement Report†

Tiger Cub Advancement Chart, No. 34715

Webelos Compass Points Patch, No. 00458

* Items marked with an asterisk are in this appendix.
† Items marked with a dagger are available for download at www.scouting.org/forms.

Webelos Handbook, No. 33452

Webelos Scout (Den) Advancement Chart, No. 34187

Wolf Handook, No. 33450

Wolf Cub Scout Pocket Certificate, No. 34220

Also available are parents' miniature pins for civilian wear only, which can be presented when the boy receives his badge: Bobcat, No. 00041; Tiger Cub, No. 00048; Wolf, No. 00030; Bear, No. 00031; Webelos, No. 00032; and Arrow of Light, No. 00115.

Program Planning

BALOO (Basic Adult Leader Outdoor Orientation), No. 34162

Buddy Tags, No. 01595

Campfire Program Planner, No. 33696*

Climb on Safely, No. 20-099

Cub Scout Academics and Sports Program Guide, No. 34299

Cub Scout Ceremonies for Dens and Packs, No. 33212

Cub Scout Day Camp, No. 13-33815

Cub Scout Den Meeting Program, No. 33826*†

Cub Scouting's Leave No Trace Awareness Award, web based—www.scouting.org

Cub Scout Leader How-To Book, No. 33832

Cub Scout Leader Program Notebook, No. 26-001

Cub Scout Magic, No. 33210

Cub Scout Outdoor Activity Award, web based—www.scouting.org

Cub Scout Program Helps, No. 34304

Cub Scout Songbook, No. 33222

Cub Scout/Webelos Scout Outdoor Program Guide, info.netBSA.org, under Program Group/Cub Scout Division

Cub Scouting's BSA Family Activity Book, No. 33012

Den Chief Handbook, No. 33211

Den Chief Training Conference, No. 33450

Group Meeting Sparklers, No. 33122

Guide to Safe Scouting, No. 34416 (www.scouting.org)

Informed Consent Agreement (Permission Slip)†

Local Tour Permit Application, No. 34426* †

Centennial Quality Unit Award, No. 14-190

National Standards for Cub Scout/Boy Scout Resident Camps, No. 19-108

National Standards for Local Council Accreditation of Cub Scout/Webelos Scout Day Camps for Precamp and Operational Accreditation, No. 13-108

National Standards for Council-Organized Family Camps, No. 13-408

National Summertime Pack Award, No. 33748*

Outdoor Code Poster (big prints), No. 33689

Pack Program Planning Chart, No. 26-004

Resident Camping for Cub Scouts, Webelos Scouts, and Parents, No. 13-33814

Safe Swim Defense, No. 34370

Tiger Cub Den Meeting Program†

Tiger Cub Handbook, No. 34713

Unit Money-Earning Application, No. 34427*

Webelos Den Meeting Program, No. 33852*†

Webelos Leader Guide, No. 33853

Your Flag, No. 33188

Also available from your Scouting distributor are ribbons and trophies designed for the pinewood derby, space derby, raingutter regatta, and other events.

Recognition

Assistant Denner Shoulder Cord, No. 00385

BSA Family Award, No. 33710

BSA Family Award Patch, No. 00979

BSA Family Award Pin, No. 00978

Cub Scout Academics and Sports Pocket Certificate, No. 33711

Den Chief Badge of Office (cloth), No. 00387

Den Chief Service Award (certificate), No. 33726

* Items marked with an asterisk are in this appendix.
† Items marked with a dagger are available for download at www.scouting.org/forms.

Den Chief Service Award (shoulder cord), No. 00389

Den Chief Shoulder Cord, No. 00388

Denner Shoulder Cord, No. 00368

Den Recognition Report†

National Den Award Ribbon, No. 17631

National Summertime Pack Award Pin, No. 00464

Pack Leader Appreciation Certificate, No. 33755

Parent Attendance Ribbon, No. 17809

Safe Swim Defense Certificate, No. 34243

Troop Junior Leader Certificate (for den chiefs), No. 33745

Webelos Den Chief Shoulder Cord, No. 00457

Whittlin' Chip Certificate, No. 34223

Your Scouting distributor will have many other gift and recognition items for boys and adults, as well as banquet decoration items.

Cub Scouting for Boys With Disabilities

Cub Scout Leader How-To Book, No. 33832

Scouting for the Blind and Visually Impaired, No. 33063

Scouting for the Hearing Impaired, No. 33061

Scouting for Youth with Emotional Disabilities, No. 32998

Scouting for Youth with Learning Disabilities, No. 33065

Scouting for Youth with Mental Retardation, No. 33059

Scouting for Youth with Physical Disabilities, No. 33057

Scoutreach

The Scoutreach Division of the BSA gives special leadership and emphasis to urban and rural Scouting programs. A variety of materials and resources have been developed to help councils make sure that all young people have an opportunity to join Scouting, regardless of their circumstances, neighborhoods, or ethnic backgrounds. Many of these resources have been translated into other languages to encourage the involvement of parents and adult leaders who can't read English. Eliminating the language barrier allows these adults to participate in Scouting while their children are still young.

Besides materials in other languages, there are many books and forms available in Spanish, including the boys' handbooks, registration forms, recruiting flyers, and posters, and all Soccer and Scouting materials.

CHARACTER DEVELOPMENT REFERENCES

Borba, Michele. *Parents Do Make a Difference: How to Raise Kids With Solid Character, Strong Minds, and Caring Hearts.* San Francisco: Jossey-Bass Inc., 1999.

Eyre, Linda, and Richard Eyre. *Teaching Your Children Values.* New York: Fireside Publishing, 1993.

Garbarino, James. *Raising Children in a Socially Toxic Environment.* 1995. Reprint. San Francisco: Jossey-Bass Inc., 1999.

Gockley, Gil, and Tonya Tihansky Gockley. *Loving Is Natural, Parenting Is Not: Creating a Value-Centered Family.* Rochester, N.Y.: Coleman Press, 1997.

Greer, Colin, and Herbert Kohl, eds. *A Call to Character: A Family Treasury of Stories, Plays, Proverbs, and Fables to Guide the Development of Values for You and Your Children.* 1995. Reprint. New York: HarperCollins Publishers, Inc., 1997.

Legette, Helen. *Parents, Kids & Character: 21 Strategies to Help Your Children Develop Good Character.* Chapel Hill, N.C.: Character Development Group, 1999.

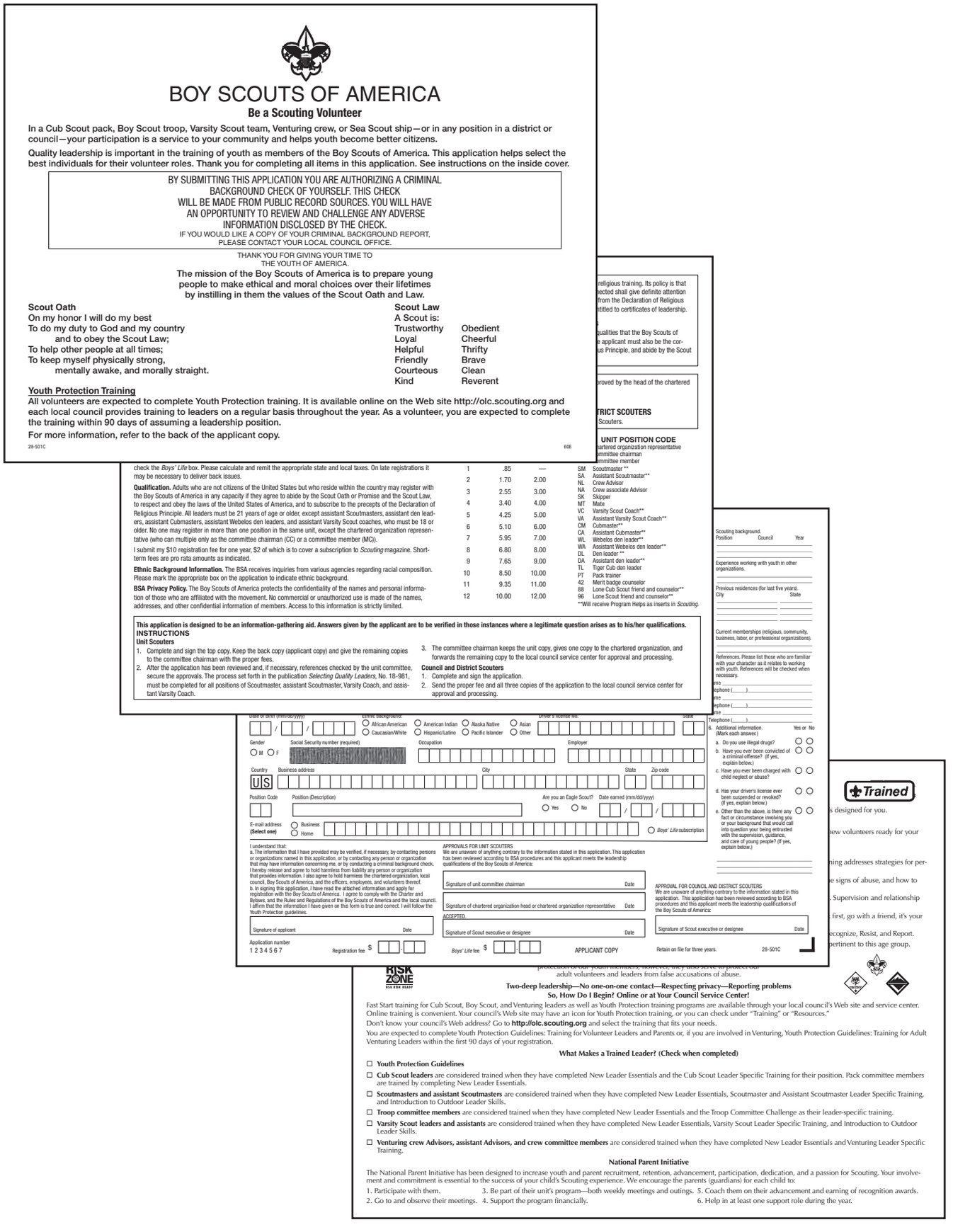
Urban, Hal Urban. *Life's Greatest Lessons, Or 20 Things I Want My Kids to Remember.* 3rd ed. Chapel Hill, N.C.: Character Development Group, 2000.

BSA FORMS AND APPLICATIONS

On the following pages you'll find a variety of useful forms you can reproduce for use in your pack or den program. Many of these forms are also available at your local council service center.

* Items marked with an asterisk are in this appendix.
† Items marked with a dagger are available for download at www.scouting.org/forms.

ADULT APPLICATION, NO. 28-501



BOY SCOUTS OF AMERICA

Be a Scouting Volunteer

In a Cub Scout pack, Boy Scout troop, Varsity Scout team, Venturing crew, or Sea Scout ship—or in any position in a district or council—your participation is a service to your community and helps youth become better citizens.

Quality leadership is important in the training of youth as members of the Boy Scouts of America. This application helps select the best individuals for their volunteer roles. Thank you for completing all items in this application. See instructions on the inside cover.

BY SUBMITTING THIS APPLICATION YOU ARE AUTHORIZING A CRIMINAL BACKGROUND CHECK OF YOURSELF. THIS CHECK WILL BE MADE FROM PUBLIC RECORD SOURCES. YOU WILL HAVE AN OPPORTUNITY TO REVIEW AND CHALLENGE ANY ADVERSE INFORMATION DISCLOSED BY THE CHECK.
IF YOU WOULD LIKE A COPY OF YOUR CRIMINAL BACKGROUND REPORT, PLEASE CONTACT YOUR LOCAL COUNCIL OFFICE.

THANK YOU FOR GIVING YOUR TIME TO THE YOUTH OF AMERICA.

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Scout Oath
On my honor I will do my best
To do my duty to God and my country
and to obey the Scout Law;
To help other people at all times;
To keep myself physically strong,
mentally awake, and morally straight.

Scout Law
A Scout is:
Trustworthy Obedient
Loyal Cheerful
Helpful Thrifty
Friendly Brave
Courteous Clean
Kind Reverent

Youth Protection Training
All volunteers are expected to complete Youth Protection training. It is available online on the Web site http://olc.scouting.org and each local council provides training to leaders on a regular basis throughout the year. As a volunteer, you are expected to complete the training within 90 days of assuming a leadership position.

For more information, refer to the back of the applicant copy.

28-501C 606

check the *Boys' Life* box. Please calculate and remit the appropriate state and local taxes. On late registrations it may be necessary to deliver back issues.

Qualification. Adults who are not citizens of the United States but who reside within the country may register with the Boy Scouts of America in any capacity if they agree to abide by the Scout Oath or Promise and the Scout Law, to respect and obey the laws of the United States of America, and to subscribe to the precepts of the Declaration of Religious Principle. All leaders must be 21 years of age or older, except assistant Scoutmasters, assistant den leaders, assistant Cubmasters, assistant Webelos den leaders, and assistant Varsity Scout coaches, who must be 18 or older. No one may register in more than one position in the same unit, except the chartered organization representative (who can multiple only as the committee chairman (CC) or a committee member (MC)).

I submit my $10 registration fee for one year, $2 of which is to cover a subscription to *Scouting* magazine. Short-term fees are pro rata amounts as indicated.

Ethnic Background Information. The BSA receives inquiries from various agencies regarding racial composition. Please mark the appropriate box on the application to indicate ethnic background.

BSA Privacy Policy. The Boy Scouts of America protects the confidentiality of the names and personal information of those who are affiliated with the movement. No commercial or unauthorized use is made of the names, addresses, and other confidential information of members. Access to this information is strictly limited.

1	.85	—	
2	1.70	2.00	
3	2.55	3.00	
4	3.40	4.00	
5	4.25	5.00	
6	5.10	6.00	
7	5.95	7.00	
8	6.80	8.00	
9	7.65	9.00	
10	8.50	10.00	
11	9.35	11.00	
12	10.00	12.00	

UNIT POSITION CODE

SM	Scoutmaster **
SA	Assistant Scoutmaster**
NL	Crew Advisor
NA	Crew associate Advisor
SK	Skipper
MT	Mate
VC	Varsity Scout Coach**
VA	Assistant Varsity Scout Coach**
CM	Cubmaster**
CA	Assistant Cubmaster**
WL	Webelos den leader**
WA	Assistant Webelos den leader**
DL	Den leader **
DA	Assistant den leader**
TL	Tiger Cub den leader
PT	Pack trainer
42	Merit badge counselor
88	Lone Cub Scout friend and counselor**
96	Lone Scout friend and counselor**

**Will receive Program Helps as inserts in *Scouting*.

This application is designed to be an information-gathering aid. Answers given by the applicant are to be verified in those instances where a legitimate question arises as to his/her qualifications.

INSTRUCTIONS

Unit Scouters
1. Complete and sign the top copy. Keep the back copy (applicant copy) and give the remaining copies to the committee chairman with the proper fees.
2. After the application has been reviewed and, if necessary, references checked by the unit committee, secure the approvals. The process set forth in the publication *Selecting Quality Leaders*, No. 18-981, must be completed for all positions of Scoutmaster, assistant Scoutmaster, Varsity Coach, and assistant Varsity Coach.
3. The committee chairman keeps the unit copy, gives one copy to the chartered organization, and forwards the remaining copy to the local council service center for approval and processing.

Council and District Scouters
1. Complete and sign the application.
2. Send the proper fee and all three copies of the application to the local council service center for approval and processing.

Date of birth (mm/dd/yyyy) Ethnic background: African American American Indian Alaska Native Asian Caucasian/White Hispanic/Latino Pacific Islander Other Driver's license no. State

Gender M F Social Security number (required) Occupation Employer

Country US Business address City State Zip code

Position Code Position (Description) Are you an Eagle Scout? Yes No Date earned (mm/dd/yyyy)

E-mail address (Select one) Business Home *Boys' Life* subscription

I understand that:
a. The information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me, or by conducting a criminal background check. I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless the chartered organization, local council, Boy Scouts of America, and the officers, employees, and volunteers thereof.
b. In signing this application, I have read the attached information and apply for registration with the Boy Scouts of America. I agree to comply with the Charter and Bylaws, and the Rules and Regulations of the Boy Scouts of America and the local council. I affirm that the information I have given on this form is true and correct. I will follow the Youth Protection guidelines.

Signature of applicant Date

Application number 1 2 3 4 5 6 7 Registration fee $.

APPROVALS FOR UNIT SCOUTERS
We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America.

Signature of unit committee chairman Date

Signature of chartered organization head or chartered organization representative Date

ACCEPTED.
Signature of Scout executive or designee Date

Boys' Life fee $.

APPROVAL FOR COUNCIL AND DISTRICT SCOUTERS
We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America

Signature of Scout executive or designee Date

APPLICANT COPY Retain on file for three years. 28-501C

Scouting background.
Position Council Year

Experience working with youth in other organizations.

Previous residences (for last five years).
City State

Current memberships (religious, community, business, labor, or professional organizations).

References. Please list those who are familiar with your character as it relates to working with youth. References will be checked when necessary.
Name
Telephone ( )
Name
Telephone ( )
Name
Telephone ( )

6. Additional information. (Mark each answer.) Yes or No
a. Do you use illegal drugs?
b. Have you ever been convicted of a criminal offense? (If yes, explain below.)
c. Have you ever been charged with child neglect or abuse?
d. Has your driver's license ever been suspended or revoked? (If yes, explain below.)
e. Other than the above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people? (If yes, explain below.)

religious training. Its policy is that ected shall give definite attention from the Declaration of Religious ntitled to certificates of leadership.

qualities that the Boy Scouts of e applicant must also be the cor- us Principle, and abide by the Scout

proved by the head of the chartered

TRICT SCOUTERS
Scouters.

Trained

s designed for you.

ew volunteers ready for your

ning addresses strategies for per-

e signs of abuse, and how to

. Supervision and relationship

first, go with a friend, it's your

ecognize, Resist, and Report.

pertinent to this age group.

RISK ZONE

protection of our youth members, however, they also serve to protect our adult volunteers and leaders from false accusations of abuse.

Two-deep leadership—No one-on-one contact—Respecting privacy—Reporting problems

So, How Do I Begin? Online or at Your Council Service Center!

Fast Start training for Cub Scout, Boy Scout, and Venturing leaders as well as Youth Protection training programs are available through your local council's Web site and service center. Online training is convenient. Your council's Web site may have an icon for Youth Protection training, or you can check under "Training" or "Resources."

Don't know your council's Web address? Go to **http://olc.scouting.org** and select the training that fits your needs.

You are expected to complete Youth Protection Guidelines: Training for Volunteer Leaders and Parents or, if you are involved in Venturing, Youth Protection Guidelines: Training for Adult Venturing Leaders within the first 90 days of your registration.

What Makes a Trained Leader? (Check when completed)

- ☐ **Youth Protection Guidelines**
- ☐ **Cub Scout leaders** are considered trained when they have completed New Leader Essentials and the Cub Scout Leader Specific Training for their position. Pack committee members are trained by completing New Leader Essentials.
- ☐ **Scoutmasters and assistant Scoutmasters** are considered trained when they have completed New Leader Essentials, Scoutmaster and Assistant Scoutmaster Leader Specific Training, and Introduction to Outdoor Leader Skills.
- ☐ **Troop committee members** are considered trained when they have completed New Leader Essentials and the Troop Committee Challenge as their leader-specific training.
- ☐ **Varsity Scout leaders and assistants** are considered trained when they have completed New Leader Essentials, Varsity Scout Leader Specific Training, and Introduction to Outdoor Leader Skills.
- ☐ **Venturing crew Advisors, assistant Advisors, and crew committee members** are considered trained when they have completed New Leader Essentials and Venturing Leader Specific Training.

National Parent Initiative

The National Parent Initiative has been designed to increase youth and parent recruitment, retention, advancement, participation, dedication, and a passion for Scouting. Your involvement and commitment is essential to the success of your child's Scouting experience. We encourage the parents (guardians) for each child to:

1. Participate with them.
2. Go to and observe their meetings.
3. Be part of their unit's program—both weekly meetings and outings.
4. Support the program financially.
5. Coach them on their advancement and earning of recognition awards.
6. Help in at least one support role during the year.

YOUTH APPLICATION, NO. 28-406

BOY SCOUTS OF AMERICA
YOUTH APPLICATION

Cub Scouting

Tiger Cub Cub Scout
Webelos Scout

Cub Scout Promise

I, (name), promise to do my best
To do my duty to God and my country,
To help other people and
To obey the Law of the Pack.

28-406

Boy Scouting

Scout Oath or Promise

On my honor I will do my best
to do my duty to God and my country
and to obey the Scout Law;
to help other people at all times;
to keep myself physically strong,
mentally awake, and morally straight.

Varsity Scouting

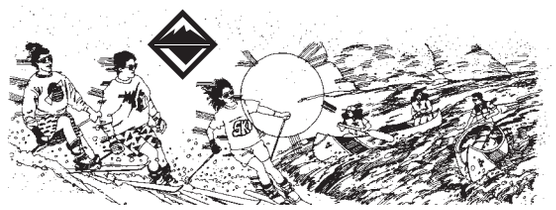
VENTURING® · BSA

Venturer/Sea Scout

Venturing Oath

As a Venturer, I promise to do my duty to God and help strengthen America, to help others, and to seek truth, fairness, and adventure in our world.

606



The respective unit committee selects the Cubmaster, Scoutmaster, Varsity Scout Coach, Venturing Advisor, or Sea Scout Skipper, subject to approval of the head of the chartered organization or the chartered organization representative and of the BSA. The unit leader must be a good role model because our children's values and lives will be influenced by that leader. You need to know your child's unit leader and be involved in the unit committee's activities so you can evaluate and help direct that influence.

Scouting uses a fun program to promote character development, citizenship training, and personal fitness for every member. You can help by encouraging perfect attendance, assisting with your child's advancement, attending meetings for parents, assisting with transportation, and assisting when called upon by the unit leader.

Program Policies

Chartered organizations agree to use the Scouting program in accordance with their own policies as well as those of the BSA. The program is flexible, but major departures from BSA methods and policies are not permitted. As a parent, you should be aware that

- Leadership is restricted to qualified adults who subscribe to the precepts of the Declaration of Religious Principle, the Scout Oath, the Scout Law, and the BSA Standards of Leadership.
- Citizenship activities are encouraged, but partisan political activities are prohibited.

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It is absolutely nonsectarian in its attitude toward true religious training. Its policy is that the home and organization or group with which the member is connected shall give definite attention to religious life. Only persons willing to subscribe to these precepts of the Declaration of Religious Principle and to the Bylaws of the Boy Scouts of America shall be entitled to certificates of membership.

Policy of Nondiscrimination

Youth membership in the Boy Scouts of America is open to all boys and young adults who meet the joining requirements. Membership in Scouting, advancement, and achievement of leadership in Scouting units are open to all youth without regard to race or ethnic background and are based entirely upon individual merit.

Ethnic background information. The BSA receives inquiries from various agencies regarding racial composition. Please mark the appropriate box on the application to indicate ethnic background.

Thank You

The Boy Scouts of America appreciates you taking time to become familiar with Scouting. We feel that an informed parent is a strong ally in delivering the Scouting program. Help us keep the unit program in accord with Scouting principles. Alert the unit committee, chartered organization representative, and head of the chartered organization to any major deviations. Please do your fair share to support a quality unit program.

ulate your interest in good
box on the application.
liver back issues. *Boys' Life*

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If the parent is not serving as the adult partner, the parental signature on the application indicates approval of the adult partner and also if the adult partner does not live at the same address as the Tiger Cub, a separate adult application is required.

Health information. Please fill out the personal health history Class 1 form, No. 34414B, and give it to the unit leader.

Venturing Crew/Sea Scout Ship (Coeducational)

I submit my $10 registration fee for one year. I am at least 14 years of age and have completed the eighth grade or am 15 years of age and not yet 21. Must have parent/guardian approval if under 18 years of age.

Venturers and Sea Scouts registered in a crew or ship prior to their 21st birthday may continue as members after their 21st birthday until the crew or ship recharters or until they reach their 22nd birthday, whichever comes first.

Venturing and Sea Scouting include challenging physical and mental activities. If you have not recently had a complete medical examination, you are urged to see your family physician. Notify your Advisor/Skipper if you require special medication or if your physician recommends limited activity. Please fill out the personal health history Class 1 form, No. 34414B, and give it to the unit leader.

the personal health history Class 1 form, No. 34414B, and give it to the unit leader.

Registration and Subscription Fee Chart

Term per month	Youth/adult registration fee	*Boys' Life* subscription fee
1	.85	—
2	1.70	2.00
3	2.55	3.00
4	3.40	4.00
5	4.25	5.00
6	5.10	6.00
7	5.95	7.00
8	6.80	8.00
9	7.65	9.00
10	8.50	10.00
11	9.35	11.00
12	10.00	12.00

Cut along dotted line.

TEMPORARY MEMBERSHIP CERTIFICATE
(Good for 60 days)

This certifies that

_____

is a member of _____

_____
Unit leader signature

_____
Date

BOY SCOUTS OF AMERICA®

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mber:

Suffix

Zip code

ative ○ Asian
lander ○ Other

Boys' *Life* subscription

UNIT COPY

lt partner

Suffix

Country Mailing address City State Zip code

US

Home phone Date of birth (mm/dd/yyyy) Occupation Employer Gender: ○ M ○ F

Business phone Ext. Previous Scouting experience Cell phone

Parent/guardian e-mail address

I have read the attached information sheet and approve the application (signature of parent/guardian required if applicant is under 18 years of age).

Signature of unit leader Date

Signature of parent/guardian

Signature of Venturer

Application number
1 2 3 4 5 6 7 8

Registration fee $. Boys' *Life* fee $.

28-406

Retain on file for three years.

THE CUB SCOUT CYCLE












JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY
Tiger Cubs, first grade											
Wolf Cub Scouts, second grade											
Bear Cub Scouts, third grade											
Begin "year one" of the Webelos Scout program plan in June of third grade.	First-year Webelos Scouts, fourth grade										
Second-year Webelos Scouts, fifth grade									Crossover to Boy Scouts		

- When enrolling Tiger Cubs in June and July, ensure there is sufficient program to last them through the summer.
- Roll over on June 1. Tiger Cubs become Wolf, Wolf to Bear, Bear to Webelos Scouts.
- Fifth-grade Webelos Scouts graduate in February and begin meeting with a troop in March.
- Leader selection is February through April for the next program year.

How Do I Rate as an Effective Leader?

☐ 1. I understand my responsibilities as a leader and the responsibilities of those with whom I work.

☐ 2. As a leader, I involve others, rather than running the show and trying to do it all myself.

☐ 3. I really listen to other people when they are speaking.

☐ 4. I willingly accept the advice of others.

☐ 5. I have a good relationship with other leaders and parents.

☐ 6. Boys and adults respond positively to my leadership.

☐ 7. I encourage free expression of ideas and feelings from the boys and other adults.

☐ 8. When I am criticized or found to be wrong, I honestly admit my mistake and do not try to cover up by making excuses.

☐ 9. I accept others just as they are, rather than judging them according to a set of standards that suits me.

☐ 10. I am calm, confident, and clear thinking, rather than overreacting to situations and becoming overwhelmed, nervous, or insecure.

☐ 11. I have a positive image about my own abilities and talents and am humble in using those gifts.

☐ 12. Given that things are changing more rapidly today than ever before, I react positively to change and am flexible about new ideas and methods in Scouting.

☐ 13. I have real trust and confidence in the people with whom I work.

☐ 14. I am sensitive to the needs and thoughts of the boys with whom I work.

☐ 15. I am willing to study and take further training to help me better understand myself as a leader and to understand those with whom I work.

☐ 16. I plan all meetings with others, rather than doing it alone without asking for comment from the boys and other adults.

☐ 17. I appreciate and understand the thinking of today's young people.

☐ 18. I make effective use of the skills and talents of other leaders, parents, boys, and others in the community.

☐ 19. I make good use of all available resources in planning a program that meets the needs and interests of the boys.

☐ 20. I put the boys first.

☐ 21. I believe in the objectives of Scouting and work hard to meet those objectives.

☐ 22. My example before others leads them toward the three aims of Scouting—citizenship training, character development, and personal fitness. I believe that others should follow my example.

☐ 23. Where I am weak in some of these areas, I resolve to do my best to correct them.

FAMILY TALENT SURVEY SHEET

Each parent or adult family member should fill out a separate sheet and turn it in at this meeting.

Pack _____ Chartered Organization _____Date _____

Welcome to the Cub Scout family of our pack. As explained to you, Cub Scouting is for parents as well as boys. We have a fine group of families who have indicated a willingness to help, according to their abilities. We invite you to add your talents and interests so that the best possible program can be developed for your boy and his friends.

Den leaders are always busy with den activities. Our pack leaders and committee members know you have some talent that will help in the operation of our pack. Although your help may not be on a full-time basis, whatever you can do will be appreciated.

In making this survey, your pack committee wants to uncover ways you can enjoy giving assistance. Please answer the following as completely as possible:

1. My hobbies are: _____
2. I can play and/or teach these sports: _____
3. My job, business, or profession would be of interest to Cub Scouts: _____
4. I am willing to help my boy and the pack as: ☐ pack committee member, ☐ Cub Scout den leader or assistant, ☐ Tiger Cub den leader, ☐ assistant Cubmaster, ☐ Webelos den leader or assistant, ☐ Cubmaster, ☐ Pack trainer.
5. My Scouting experience: Cub Scout _____ Boy Scout _____ Girl Scout _____

   Explorer _____ Rank attained _____

   Adult leader _____
6. I can help in these areas:

General Activities

☐ Carpentry
☐ Swimming
☐ Games
☐ Nature
☐ Sports
☐ Outdoor activities
☐ Crafts
☐ Music/songs
☐ Bookkeeping
☐ Computer Skills
☐ Drawing/art
☐ Radio/electricity
☐ Dramatics/skits
☐ Cooking/banquets
☐ Sewing
☐ Transportation
☐ Other _____
--- _____

Special Program Assistance

☐ I have an SUV or ☐ van or ☐ truck.
☐ I have a workshop.
☐ I have family camping gear.
☐ I can make contacts for special trips and activities.
☐ I have access to a cottage or camping property or a boat.
☐ I can help Webelos Scouts with Boy Scout skills.
☐ I can, or know others who can, help with our Cub Scout Academics and Sports program.
☐ I can give other help. _____
_____
_____

Webelos Activity Areas

☐ Aquanaut
☐ Artist
☐ Athlete
☐ Citizen
☐ Communicator
☐ Craftsman
☐ Engineer
☐ Family Member
☐ Fitness
☐ Forester
☐ Geologist
☐ Handyman
☐ Naturalist
☐ Outdoorsman
☐ Readyman
☐ Scholar
☐ Scientist
☐ Showman
☐ Sportsman
☐ Traveler

Name _____ Home phone _____
Street address _____ Business phone _____
E-mail address _____ City _____ State ____ ZIP_____
Your cooperation and help are appreciated.



CUB SCOUTING AND YOUR FAMILY

The Cub Scout program helps to meet your boy's growth needs. As a boy develops, he has specific developmental needs such as:

1 **To learn new physical skills.** He can do this through games, sports, and crafts. As he develops his coordination, he gains a sense of worthiness and acceptance by his peers.

2 **To learn to get along with boys of his same age.** He needs to form friendships with other boys. He needs to learn how to balance giving and receiving affection if he is to relate well to his peers. He needs to belong to a group of boys his own age. Being a part of a Cub Scout den helps fulfill these needs.

3 **To develop his mental processes.** He can develop his mental process by reading, writing, and calculating. He needs opportunities to use language to express ideas and to influence others. He must move from a preoccupation with self to understanding how and what others think of him. Opportunities for observation and experimentation will help him learn self-reliance. Den activities and meetings, along with the advancement program, help him develop mentally.

4 **To develop a value system.** He is developing a sense of what is right and wrong and what is fair and unfair. He will do this by cooperating with other boys, by being taught, by examples of adults, and from positive reinforcement. He begins to develop democratic social attitudes.

5 **To develop personal independence.** He is becoming less dependent on adults. His same-age friends become important to him. In his den, and in the pack, he exercises his independence while learning to get along with others.

Your son also needs to belong to a "group" of boys his own age. This group is a key component of the Cub Scout program. A den is like a neighborhood group of six or eight boys in which he will achieve status and recognition.

As you learn more about how Cub Scouting works and what goes on in a den and a pack, you will see that the program helps your boy in these five important developmental needs. The uniqueness of Cub Scouting is that you, as his family, join the program with your boy. You will help him all along the way.

To find out how you can support your boy by becoming a Cub Scout family, please turn the page and complete the Family Talent Survey Sheet*. **Please turn it in at this meeting.**

* Also may be titled Parent and Family Talent Survey Sheet.

TIGER CUB DEN MEETING PROGRAM



DEN NO. _____ **PACK NO.** _____

MEETING PLACE _____

DATE _____ **TIME** _____

THIS MONTH'S THEME _____

As Tiger Cub den leader and host adult partner, use this form to plan your weekly meetings. Include the activity and materials needed.

BEFORE THE MEETING
The Tiger Cub den leader and host adult partner make final preparations.

ACTIVITY:

EQUIPMENT NEEDED:

GATHERING
While the Tiger Cubs and adult partners arrive, collect dues, check achievements and electives, and have everyone participate in gathering activity.

ACTIVITY:

EQUIPMENT NEEDED:

OPENING
Conduct a simple opening ceremony—a song, den yell, Cub Scout motto, Cub Scout Promise, Pledge of Allegiance, roll call.

ACTIVITY:

EQUIPMENT NEEDED:

SHARE
Tiger Cubs share experiences that relate to today's den meeting.

ACTIVITY:

EQUIPMENT NEEDED:

DISCOVER
Have games, tricks, puzzles, crafts; practice for the pack meeting; stimulate interest in achievements and electives.

ACTIVITY:

EQUIPMENT NEEDED:

SEARCH
Plan details for the Go See It each month. Use the "Tips to Remember on Go See Its" in the *Cub Scout Leader Book*.

ACTIVITY:

EQUIPMENT NEEDED:

CLOSING
Give announcements and reminders; have a brief inspirational closing or say the Cub Scout motto or the Cub Scout Promise.

ACTIVITY:

EQUIPMENT NEEDED:

AFTER THE MEETING
Den leader and host adult partner review the meeting and make plans for the next meeting. Put room in order.

ACTIVITY:

EQUIPMENT NEEDED:

CUB SCOUT DEN MEETING PROGRAM





DEN NO. _____ PACK NO. _____

MEETING PLACE _____ TIME _____

THIS MONTH'S THEME _____ DATE _____

As den leader, use this form at your monthly pack leaders' or den leaders' meeting to plan the weekly den meetings. Indicate ways for the den chief and denner to help you in the den meeting.

BEFORE THE MEETING STARTS
Den leader and den chief make final preparations; coach denner on part he is to take in the meeting; help denner arrange meeting place.

EQUIPMENT NEEDED:

WHILE CUB SCOUTS GATHER
Collect dues; check achievements and electives; start a game, make something, or work a puzzle.

EQUIPMENT NEEDED:

OPENING
Simple opening ceremonies—song, yell, Promise, Pledge of Allegiance, etc.; membership inventory; uniform inspection.

EQUIPMENT NEEDED:

BUSINESS ITEMS
Theme-related ideas; den's part in pack meeting; plans for special den activities.

EQUIPMENT NEEDED:

ACTIVITIES
Games; tricks and puzzles; stories; theme handicraft; practice for den's part in pack meeting; goodwill projects; plan ways to stimulate interest in achievements and electives.

EQUIPMENT NEEDED:

CLOSING
Announcements and reminders; den leader's closing thought; brief inspirational closing ceremony—song, Living Circle, Promise.

EQUIPMENT NEEDED:

AFTER THE MEETING
Den leader and den chief review this meeting and discuss plans for next den meeting. Review next meeting assignment with denner. Help denner put room in order.

EQUIPMENT NEEDED:

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33826A
1999 Boy Scouts of America

WEBELOS DEN MEETING PROGRAM



WEBELOS DEN NO. _____ **PACK NO.** _____

MEETING PLACE _____

DATE _____ **TIME** _____

ACTIVITY BADGE AREA _____

The Webelos den leader and the Webelos den chief use this form to build the den meeting program. Together they determine which part or parts the den chief and the denner will be assigned for each meeting. Indicate time schedule as needed.

BEFORE THE MEETING
The den leader and den chief make final preparations; coach the denner on the part he is to take in the meeting; and help the denner arrange meeting place.

EQUIPMENT NEEDED:

GATHERING
Choose an activity to keep those who arrive early busy until time for the opening.

EQUIPMENT NEEDED:

OPENING
Select a simple opening ceremony, conduct a uniform inspection, and attend to den business—attendance, dues, and discussion of plans of coming events.

EQUIPMENT NEEDED:

ACTIVITY BADGE FUN
Use this time for instruction, practice, games, and contests related to the Webelos badge, activity badges, and the Arrow of Light Award.

EQUIPMENT NEEDED:

PREPARATION
Make equipment and props for demonstrations and exhibits for den's part in the pack meeting. Get set for future outdoor, goodwill, or other special events.

EQUIPMENT NEEDED:

CLOSING
This is the time for announcements, a simple closing ceremony, and den meeting cleanup.

EQUIPMENT NEEDED:

AFTER THE MEETING
The den leader and den chief review this meeting and discuss plans for the next den meeting. Review the next meeting assignment with the denner. Help the denner put room in order.

EQUIPMENT NEEDED:

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2001 Boy Scouts of America

TIGER CUB DEN RECORD

DEN NO. _____ PACK NO._____ DEN MEETINGS HELD _____ PLACE _____

DAY TIME

ADULT PARTNER NAME AND ADDRESS	PHONE	ALTERNATE CONTACT	SHARED LEADERSHIP SCHEDULE											
			June	July	August	September	October	November	December	January	February	March	April	May

TIGER CUB NAME AND ADRESS	PHONE	Birth Date	Date Joined	Bobcat Badge	Tiger Cub Immediate Rcognition Emblem	Tiger Cub Badge	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Tiger Cub Track Bead	Transition to Wolf Den

HOW TO USE THIS FORM

George Olsen, 65 Markham St.	265-2214	M/D/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y

TIGER CUB DEN LEADER, this is your permanent record of each Tiger Cub from the time he joins the den until he transfers or transitions into a Wolf den. Indicate month and year of advancement, as shown above.

As new boy/adult partner teams join, fill in their names and other information. When a team leaves the den, draw a line through the names. Use a second form when this one is filled.

TIGER CUB ATTENDANCE AND DUES

TIGER CUBS' INITIALS	MONTH & YEAR →	8/01					
	DATE →	3	10	17	24	31	
J.P.	A	✓	✓	✓	✓	✓	
	D	50	50	50	50		
N.O.	A	✓	✓	✓			
	D	50	50	F			

← **SAMPLE**

_____ **TO** _____

MONTH **YEAR** **MONTH** **YEAR**

HOW TO USE THIS FORM. First, fill in month and year this record begins, Tiger Cub's initials, and den meeting dates. Indicate **A** (attendance) and **D** (dues), as shown at left. A check mark (✓) should be recorded for attendance at a den meeting. The total attendance for each week should be recorded at the bottom of the column. If your den collects dues, record the *amount paid* for dues each meeting. A blank square under a date indicates nothing paid. If back dues are paid or dues paid ahead, place a check mark in the square representing each period paid for. The total amount of dues received in any week should equal the total amount recorded at the bottom of each column.

| TIGER CUBS' INITIALS | MONTH & YEAR → | | | | |

CUB SCOUT DEN RECORD

DEN NO. _____ PACK NO._____ DEN MEETINGS HELD _____ PLACE _____
DAY TIME

	NAME	ADDRESS	PHONE	HOME	BUSINESS
DEN LEADER					
ASSISTANT DEN LEADER					
DEN CHIEF OR DEN AIDE					

TROOP_____ RANK_____

D—Denner AD—Assistant Denner	NAME AND ADRESS	PHONE	Birth Date	School Grade	Date Joined	Date Will Complete 3rd Grade	Bobcat Badge	Tiger Cub	Wolf	Gold Arrow	Silver Arrow	Silver Arrow	Silver Arrow	Bear	Gold Arrow	Silver Arrow	Silver Arrow	Silver Arrow	Joined Webelos Den

HOW TO USE THIS FORM

D	George Olsen, 65 Markham St.	265-2214	M/D/Y	3	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y

DEN LEADERS, this is your permanent record of each Cub Scout from the time he joins the den until he transfers or goes into a Webelos den. Indicate dates of advancement, as shown above.

As new boys join, fill in their names, etc. When a boy leaves the den, draw a line through his name. Use a second form when this one is filled.

CUB SCOUT ATTENDANCE AND DUES

TIGER CUBS' INITIALS	MONTH & YEAR →	8/01					
	DATE →	3	10	17	24	31	
J.P.	A	✓	✓	✓	✓	✓	
	D	50	50	50	50		
N.O.	A	✓	✓	✓			
	D	50	50	F			

← **SAMPLE**

_____ **TO** _____

MONTH **YEAR** **MONTH** **YEAR**

HOW TO USE THIS FORM. First, fill in month and year this record begins, Cub Scouts' initials, and den meeting dates. Indicate **A** (attendance) and **D** (dues), as shown at left. A check mark (✓) should be recorded for attendance at a den meeting. The total attendance for each week should be recorded at the bottom of the column. Put down the *amount paid* for dues each meeting.

A blank square under a date indicates nothing paid. If back dues are paid or dues paid ahead, place a check mark in the square representing each period paid for. The total amount of dues received in any week should equal the total amount recorded at the bottom of each column.

| TIGER CUBS' INITIALS | MONTH & YEAR → | | | | |

WEBELOS DEN RECORD

DEN NO. _____ PACK NO._____ DEN MEETINGS HELD _____ PLACE _____

DAY TIME

	NAME	ADDRESS	PHONE	HOME	BUSINESS
WEBELOS DEN LEADER					
ASSISTANT WEBELOS DEN LEADER					
(Additional Leader)					
WEBELOS DEN CHIEF					

TROOP_____ RANK_____

D—Denner AD—Assistant Denner	NAME AND ADRESS	PHONE	Birth Date	School Grade	Joined Webelos Den	Bobcat	ACTIVITY BADGES																				Webelos Badge	COMPASS POINTS				Arrow of Light	Graduation Date	Jointed Troop No.	Scout Badge
							Aquanaut	Artist	Athlete	Citizen	Communicator	Craftsman	Engineer	Family Member	Fitness	Forester	Geologist	Handyman	Naturalist	Outdoorsman	Readyman	Scholar	Scientist	Showman	Sportsman	Traveler		Emblem	Point	Point	Point				

HOW TO USE THIS FORM

D	George Olsen, 65 Markham St.	265-2214	M/D/Y	4	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	107	M/Y

WEBELOS DEN LEADER, this is your permanent record of each Webelos Scout from the time he joins Cub Scouts until he transfers or becomes a Boy Scout. Indicate month and year of advancement, as shown above. As new boys join, fill in their names and other information. When a boy leaves the den, draw a line through his name. Use a second form when this one is filled.

WEBELOS ATTENDANCE AND DUES

TIGER CUBS' INITIALS	MONTH & YEAR →	8/01					
	DATE →	3	10	17	24	31	
J.P.	A	✓	✓	✓	✓	✓	
	D	50	50	50	50		
N.O.	A	✓	✓	✓			
	D	50	50	F			

← SAMPLE

_____ TO _____

MONTH YEAR MONTH YEAR

HOW TO USE THIS FORM. First, fill in month and year this record begins, Webelos Scouts' initials, and den meeting dates. Indicate **A** (attendance) and **D** (dues), as shown at left. A check mark (✓) should be recorded for attendance at a den meeting. The total attendance for each week should be recorded at the bottom of the column. Put down the amount paid for dues each meeting. A blank square under a date indicates nothing paid. If back dues are paid or dues paid ahead, place a check mark in the square representing each period paid for. The total amount of dues received in any week should equal the total amount recorded at the bottom of each column.

| TIGER CUBS' INITIALS | MONTH & YEAR → | | | | |

TIGER CUB DEN ADVANCEMENT REPORT

DEN _____

PACK _____

DATE _____

TIGER CUB'S NAMES	RANK		TIGER CUB TRAIL							OTHER		
	BOBCAT	IMMEDIATE RECOGNITION EMBLEM	TIGER CUB	TIGER TRACK BEAD	TIGER TRACK BEAD	TIGER TRACK BEAD	TIGER TRACK BEAD	TIGER TRACK BEAD				SERVICE STAR
1.												
2.												
3.												
4.												
5.												
6.												
7.												
8.												
9.												
10.												

Tiger Cub Den Leader _____

DEN ADVANCEMENT REPORT



BOY SCOUTS OF AMERICA

DEN _____

PACK _____

DATE _____

NOTE TO THE LEADERS OF CUB SCOUT DENS AND WEBELOS SCOUT DENS: Before submitting this record, make certain that full and correct information for each Cub Scout or Webelos Scout is given, and that he is actually a registered member of your pack and is qualified as to grade (or age) to receive the advancement in rank indicated. Fill out this form at the end of your third den meeting and take it to the pack leaders' meeting, where a composite request will be made for the pack. Awards should be available for presentation at the next pack meeting. Use space on the back to report boy problems: not advancing, not paying dues, not wearing uniform, poor attendance or discipline, inactivity, etc.

BOYS' NAMES	RANKS						ARROW POINTS*		ACTIVITY BADGES																				COMPASS POINTS		
(CHECK MARK [✓] INDICATES RECOGNITION ACHIEVED) *Designate Arrow Points by rank: (W) Wolf, (B) Bear. †Designate proper service star by number of years.	BOBCAT	TIGER CUB	WOLF	BEAR	WEBELOS BADGE	ARROW OF LIGHT	GOLD	SILVER	AQUANAUT	ARTIST	ATHLETE	CITIZEN	COMMUNICATOR	CRAFTSMAN	ENGINEER	FAMILY MEMBER	FITNESS	FORESTER	GEOLOGIST	HANDYMAN	NATURALIST	OUTDOORSMAN	READYMAN	SCHOLAR	SCIENTIST	SHOWMAN	SPORTSMAN	TRAVELER	EMBLEM	DEVICE	SERVICE STAR

ATTENTION DEN LEADERS: Use the space provided below to order Cub Scout Instant Recognition Kits, No. 01804, to recognize Cub Scouts as they complete achievements for Wolf and Bear.

Please order for my den _____ Instant Recognition Kits, No. 01804.

These den members have completed requirements for the badge indicated.

Cub Scout Den Leader
Webelos Scout Den Leader_____

34403B • 2003 Boy Scouts of America

ADVANCEMENT REPORT
(PACK, TROOP, TEAM, CREW, SHIP)
BOY SCOUTS OF AMERICA

✝ Pack ✝ Troop ✝ Team ✝ Crew ✝ Ship	No.	District
Leader	Address	
City	State	Zip
Expiration date of unit	Date awards needed	
Date this report forwarded to council service center		

FOR COUNCIL SERVICE CENTER USE ONLY
Report received
Certificates issued
Mailed or issued to
Date mailed
Record posted

1. Advancement procedures:

   Packs. After Den Advancement Reports, No 33847, are received from den leaders, this form is completed for the entire pack.

   Troops/Teams. All Boy Scouts or Varsity Scouts ready for advancement must appear personally before a board of review composed of at least three members. An advancement report must be sent to the council service center immediately following each board of review. This report must be signed by at least three members of the board of review, including its chairman.

   Crews/Ships. Venturers/Sea Scouts should give their advancement applications to their Advisor or Skipper who, in turn, takes them to the crew/ship committee for approval, then prepares, signs, and forwards this advancement report to the council service center.
2. Only MEMBERS with unexpired membership certificates can be credited with advancement. Awards are not available to members of units whose charters have expired.
3. Fill in name and only one advancement award or merit badge on each line, but list all of one member's advancement consecutively.
4. Please attach applications for the Eagle Scout Award and the Venturing Gold, Silver, and Quartermaster awards to this report.
5. The pack, troop, team, or crew advancement committee member should interview youth members who are not advancing. List these individuals' names on bottom of form.
6. No Boy Scout advancement may be earned by female Venturers or by a Boy Scout, Varsity Scout, or male Venturer who has reached the age of 18.
7. Venturers may earn Venturing advancement through age 20.
8. Each merit badge counselor must be registered as a merit badge counselor with the BSA.

To: Council Advancement Committee

I certify that the following record of advancement is correct and that it meets the standards and requirements of the Boy Scouts of America, and that merit badge counselors are registered adult members of the BSA.

Signed _____ Title _____

For Boards of Review. Two additional signatures are required, plus the date the board of review was held.

_____

_____

Board of Review Date

Name	Date Award Earned	Badge of Rank, Merit Badge, or Award	Name	Date Award Earned	Badge of Rank, Merit Badge, or Award
1.			19.		
2.			20.		
3.			21.		
4.			22.		
5.			23.		
6.			24.		
7.			25.		
8.			26.		
9.			27.		
10.			28.		
11.			29.		
12.			30.		
13.			31.		
14.			32.		
15.			Youth interviewed who are not advancing		
16.					
17.					
18.					

#34403B

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Total different youth _____ **Qualified for** _____ **awards**

Forward white and yellow copies to council service center. Keep pink copy for unit files.

INDIVIDUAL TIGER CUB RECORD



Tiger Cub Den _____

PERSONAL DATA

Name _____

Address _____

City, State, Zip _____

Home phone _____

Date of birth _____

Religious organization _____

School _____

Parent's or guardian's name _____

Home address _____

City, State, Zip _____

Home phone _____

Business address _____

City, State, Zip _____

Business phone _____

Occupation _____

Alternate contact _____

E-mail address _____

Adult partner name (if different) _____

Home address _____

City, State, Zip _____

Business address _____

Business phone _____

E-mail address _____

Alternate contact _____

Membership

Months in another pack _____

Date _____

Joined this pack _____

Date will complete grade 1 or become 8 _____

To Wolf den _____

To another pack _____

Dropped from pack _____

Attendance

Attendance and Dues

D = Present at den meeting

P = Present at pack meeting

G = Present at Go See It

S = Present at special pack activity

If dues are collected, record amount paid on date shown.

YEAR	ATTENDANCE						
DATE →							
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DATE →							
DATE →							
DATE →							
DATE →							
DATE →	D	.50	G	.50	D	P	S
	3/7	3/7	3/14	3/14	3/14	3/28	

(Sample)

Tiger Cub Individual Advancement Record

Name_____ Den_____ Date_____ Date Joined_____

Bobcat Badge Trail

Record the date that the Tiger Cub completes each requirement and receives his Bobcat Badge.

Cub Scout Promise	Law of the Pack	Meaning of Webelos	Cub Scout Sign	Cub Scout Handshake	Cub Scout Motto	Cub Scout Salute	Read the Family Guide	Bobcat Badge Received

Service Star	Perfect Attendance	Transition to Wolf Den

Tiger Cub Badge Trail

Mark each box with date that the Tiger Cub completes each requirement.
Record date that the Tiger Cub receives his Tiger Cub Immediate Recognition emblem.
Record date that the Tiger Cub receives his Tiger Cub badge.

Cub Scout Motto	Cub Scout Sign	Cub Scout Salute	Tiger Cub Immediate Recognition Emblem Received

	Family Activity	Den Activity	Go See It
1. Making My Family Special			
2. Where I Live			
3. Keeping Myself Healthy and Safe			
4. How I Tell It			
5. Let's Go Outdoors			

Tiger Cub Badge Received

Tiger Track Trail

As the Tiger Cub completes each elective, write the elective number in the box.
Write the date the Tiger Cub receives each Tiger Track.

									Tiger Track Received

INDIVIDUAL CUB SCOUT RECORD

Cub Scout Den _____ Webelos Den _____ Pack No._____

PERSONAL DATA

Name _____

Address _____

City, State, Zip _____

Home phone _____

Date of birth _____

Religious organization _____

School _____

Parent's or guardian's name _____

Business address _____

City, State, Zip _____

Business phone _____

Occupation _____

MEMBERSHIP

Former Tiger Cub (yes or no) _____

Number of years in another pack _____
Date

Joined this pack _____

Will complete grade 3 or become 10 _____

To Webelos den _____

To another pack _____

Dropped from pack _____

Tenure when separated:

☐ Less than 1 year ☐ 1 to 2 years ☐ 2 to 3 years

SERVICE AWARDS

	1-Year	2-Year	3-Year	4-Year
Service stars				
Perfect attendance				

ATTENDANCE AND DUES
Write in year and month

D = Present at den meeting
P = Present at pack meeting
F = Family represented
S = Present at special pack activity
50, 75 = Amount paid on date shown (dues)
✓ = Dues paid ahead or back

YEAR	ATTENDANCE						
DATE →							
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DATE →							

YEAR	ATTENDANCE						
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							
DATE →							

BUDGET: The dues collected should cover the following items in the pack budget: registration, *Boys' Life*, accident insurance, reserve fund, program materials, activities.

ADVANCEMENT RECORD

This Cub Scout completes the third grade on _____ (date) and will be eligible to join a Webelos den. (He is also eligible when he becomes 10 on _____.)

BECAME A BOBCAT ON _____ (date)

HOW TO USE THIS FORM:
For ranks of Bobcat, Wolf, and Bear, and for arrow points, Webelos activity badges, Webelos badge, and Arrow of Light Award, the entries should consist of the date (i.e., month and year). For recording electives a "tally" system may be used since some of these electives may be done more than once. A tally entry (I) is given for each time the elective project is completed. Four individual tally entries with a diagonal line across them equals 5: 𝍸. Note that Bear achievements not used to earn the Bear rank may be used as Bear electives.

WOLF

ACHIEVEMENTS

1. Feats of Skill _____
2. Your Flag _____
3. Keep Your Body Healthy _____
4. Know Your Home and Community _____
5. Tools for Fixing and Building _____
6. Start a Collection _____
7. Your Living World _____
8. Cooking and Eating _____
9. Be Safe at Home and on the Street _____
10. Family Fun _____
11. Duty to God _____
12. Making Choices _____

BADGE AWARDED (date) _____

ELECTIVES*

1. It's a Secret _____
2. Be an Actor _____
3. Make It Yourself _____
4. Play a Game _____
5. Sparetime Fun _____
6. Books, Books, Books _____
7. Foot Power _____
8. Machine Power _____
9. Let's Have a Party _____
10. Native American Lore _____
11. Sing-Along _____
12. Be an Artist _____
13. Birds _____
14. Pets _____
15. Grow Something _____
16. Family Alert _____
17. Tie It Right _____
18. Outdoor Adventure _____
19. Fishing _____
20. Sports _____
21. Computers _____
22. Say It Right _____
23. Let's Go Camping _____

GOLD ARROW POINT _____
SILVER ARROW POINT _____
SILVER ARROW POINT _____

BEAR

ACHIEVEMENTS

	ACHV	ELEC
GOD (1)		
1. Ways We Worship		
2. Emblems of Faith		
COUNTRY (3)		
3. What Makes America Special?		
4. Tall Tales		
5. Sharing Your World with Wildlife		
6. Take Care of Your Planet		
7. Law Enforcement Is a Big Job		
FAMILY (4)		
8. The Past is Exciting and Important		
9. What's Cooking?		
10. Family Fun		
11. Be Ready		
12. Family Outdoor Adventures		
13. Saving Well, Spending Well		
SELF (4)		
14. Ride Right		
15. Games, Games, Games!		
16. Building Muscles		
17. Information, Please		
18. Jot It Down		
19. Shavings and Chips		
20. Sawdust and Nails		
21. Build a Model		
22. Tying It All Up		
23. Sports, Sports, Sports!		
24. Be a Leader		
BADGE AWARDED (date)		

*See "How to Use This Form" above.

ELECTIVES*

1. Space _____
2. Weather _____
3. Radio _____
4. Electricity _____
5. Boats _____
6. Aircraft _____
7. Things That Go _____
8. Cub Scout Band _____
9. Art _____
10. Masks _____
11. Photography _____
12. Nature Crafts _____
13. Magic _____
14. Landscaping _____
15. Water and Soil Conservation _____
16. Farm Animals _____
17. Repairs _____
18. Backyard Gym _____
19. Swimming _____
20. Sports _____
21. Sales _____
22. Collecting Things _____
23. Maps _____
24. Native American Life _____
25. Let's Go Camping _____

GOLD ARROW POINT _____
SILVER ARROW POINT _____
SILVER ARROW POINT _____

WEBELOS

ACTIVITY BADGES

1. Aquanaut _____
2. Artist _____
3. Athlete _____
4. Citizen †† _____
5. Communicator _____
6. Craftsman _____
7. Engineer _____
8. Family Member _____
9. Fitness †† _____
10. Forester _____
11. Geologist _____
12. Handyman _____
13. Naturalist _____
14. Outdoorsman † _____
15. Readyman † _____
16. Scholar _____
17. Scientist _____
18. Showman _____
19. Sportsman _____
20. Traveler _____

† Required for Arrow of Light
†† Required for Webelos badge

WEBELOS BADGE

1. Parent Guide _____
2. Active for 3 months _____
3. Webelos badge _____
4. Uniform _____
5. Three activity badges _____
6. Flag ceremony _____
7. Boy Scout requirements _____
8. Religious award or alternates _____

BADGE AWARDED (date) _____

COMPASS POINTS

Emblem _____
Point _____
Point _____
Point _____

ARROW OF LIGHT AWARD

1. Six months in fifth grade (or age 10) _____
2. Boy Scout requirements
   - Scout Oath and Law _____
   - Motto, slogan, sign, salute, and handclasp _____
   - Scout badge _____
   - Uniform _____
   - Tie square knot _____
3. Earn five additional activity badges _____
4. Troop visit and outing _____
5. Webelos outdoor event _____
6. Troop meeting and conference _____
7. Honesty Character Connection _____

AWARD PRESENTED (date) _____
GRADUATION CEREMONY HELD _____
JOINED TROOP (date) _____

LEADERSHIP

	FROM	TO
Denner		
Assistant denner		
Webelos denner		
Assistant Webelos denner		

TRANSFER FORM

(YOUTH MEMBER)

PROCEDURE FOR TRANSFER

1. Unit leader issues transfer form to each member transferring to another unit in the same or another council.
2. Unit leader approves transfer form and includes complete Scouting record.
3. Member presents transfer form to unit leader of unit being joined.
4. Leader of the new unit registers member on proper application.

INFORMATION FROM UNIT THAT MEMBER IS LEAVING

Please transfer _____

from _____ (Pack, Troop, Team, Crew, Ship) No. _____ of _____ (City and State)

This member is registered in this unit until _____ (Expire date) *Boys' Life* subscription expires _____

Reason for transferring _____

REGISTRATION RECORD

Type of unit	Number	City and State	From	To

SCOUTING HISTORY

Cub Scout Record

Bobcat _____

Tiger Cub _____

Wolf _____

Bear _____

Webelos _____

Arrow of Light _____

Boy Scout/Varsity Scout Record

Boy Scout _____

Tenderfoot _____

Second Class _____

First Class _____

Star _____

Life _____

Eagle _____

Palms _____

Varsity Scout Record

Letter _____

Venturing Record

Bronze _____

Gold _____

Silver _____

Ranger _____

Sea Scout Ranks

Apprentice _____

Ordinary _____

Able _____

Quartermaster _____

Camping History

Number of days _____

Long-term _____

Short-term _____

Activity Badges and Merit Badges (Give award and date.)

Offices Held and other Honors Secured, Including Order of the Arrow

I hereby certify to the correctness of the above record. _____ (Unit leader) _____ (Date)

SEE OTHER SIDE FOR LEADERSHIP TRANSFER NOTICE

No. 28-401S 15m405

LEADERSHIP TRANSFER NOTICE

Mail this form directly to the individual's new council or if this is not known, mail the form to Registration Service, S218, Boy Scouts of America, 1325 West Walnut Hill Lane, P.O. Box 152079, Irving, TX 75015-2079.

Region	Council No.

CHECK

☐ This individual, registered in this council, has rendered valuable service and is now moving to your area. I would recommend a contact by a Scouter in your council to provide the opportunity to continue Scouting.

OR

☐ This individual, applying for registration, has indicated previous registration in your council. Please complete this form and return it to the address at the bottom of this page.

Name _____

New address _____

Former address _____

Occupation _____

Present Scouting position _____ Expire date _____

Highest youth rank achieved _____

Circle individual's strength(s).

Boy leadership, supervisory leadership, district commissioner, unit commissioner, administrative positions, training, finance, Cub Scouting, Boy Scouting, Varsity Scouting, Venturing, camping, special events, unit organization, other (specify) _____

ADULT REGISTRATION RECORD

Position	Unit	Local Council	From	To

TRAINING COURSES COMPLETED AND SPECIAL AWARDS RECEIVED

Name of Training Course or Special Award	Date

Date _____ Signed _____
Scout Executive

New Council Name _____

Address _____ Zip Code _____

NATIONAL DEN AWARD

Cub Scouting happens in the den. The National Den Award creates an incentive for a year-round, fun, quality program in the den. The National Den Award may be earned only once in any 12-month period (charter year or calendar year, as determined by the pack committee).

Requirements

- ❑ A. Have at least 50 percent of the den's Tiger Cubs, Cub Scouts, or Webelos Scouts attend two den meetings and one pack meeting or activity each month of the year.
- ❑ B. Complete six of the following during the year:
  - ❑ 1. Use the denner system within the den.
  - ❑ 2. In a Tiger Cub den, use shared leadership and rotate the boy/adult host team.
  - ❑ 3. Have 50 percent of the den go on three field trips per year. A field trip may be used in place of a den meeting.
  - ❑ 4. As a den, attend a Cub Scout day camp, Cub Scout or Webelos Scout resident camp, or a council family camping event with at least 50 percent of the den membership.
  - ❑ 5. Conduct three den projects or activities leading to a Character Connections discussion.
  - ❑ 6. As a den, participate in at least one of the Cub Scout Sports programs.
  - ❑ 7. As a den, participate in at least one of the Cub Scout Academics programs.
  - ❑ 8. Have 50 percent of the den participate in a den conservation/resource project.
  - ❑ 9. Have 50 percent of the den participate in at least one den service project.

Den_____ of Pack _____ has completed the requirements for the National Den Award.

Den leader _____

Cubmaster _____

Pack committee chair _____

Date _____ _____

CUB SCOUT WORLD CONSERVATION AWARD

Cub Scout World Conservation Award



The Cub Scout World Conservation Award is an international award you can earn by doing the following things:

Wolf Cub Scouts

_____ Complete Achievement 7.

_____ Complete all Arrow Points in two of the follow three electives:

_____ 13. Birds

_____ 15. Grow Something

_____ 19. Fishing

_____ Participate in a den or pack conservation proj in addition to the above.

After you have done all of these things, ask your den lea to order your award.

Approved _____
Akela

226 Cub Scout World Conservation Aw

Cub Scout World Conservation Award



The Cub Scout World Conservation Award is an international award that Bear Cub Scouts can earn by doing the following things:

___ Complete Achievement 5.

___ Complete all requirements in two of the following three electives:

___ 2. Weather

___ 12. Nature Crafts

___ 15. Water and Soil Conservation

___ Participate in a den or pack conservation project addition to the above.

After you have done all of these things, ask your leader to order your award.

This award can be earned only once while you are a Cub Scout.

Approved _____
Akela

282 Cub Scout World Conservation Aw

Cub Scout World Conservation Award

As a Webelos Scout, you can earn the Cub Scout World Conservation Award. This is a special international award. (You may earn it only once while you are in Cub Scouting.) Use this page to keep track of your progress.



World Conservation Award Requirements

Webelos den leader initials

1. Earned the Forester activity badge. _____
2. Earned the Naturalist activity badge. _____
3. Earned the Outdoorsman activity badge. _____
4. Participated in a den or pack conservation project. _____

Qualified to receive the World Conservation Award:

Name _____

Date _____

Webelos den leader's signature _____

70 Rank Advancement and Special Awards

National Summertime Pack Award



APPLICATION

Date _____

Cub Scout Pack No. _____ of Chartered Organization _____
name

has qualified for this award by conducting a pack activity in the summer months of _____.
year

	JUNE	JULY	AUGUST
Type of pack activity	_____	_____	_____
Number of dens participating	_____	_____	_____
Number of dens qualifying (50 percent of the den's Cub Scouts participating)	_____	_____	_____
Number of the pack's Tiger Cubs participating	_____	_____	_____
Number of the pack's Cub Scouts participating	_____	_____	_____
Number of the pack's Webelos Scouts participating	_____	_____	_____
Number of parents/family members participating	_____	_____	_____

Please send us the following National Summertime Pack Award items:

One Pack Award Certificate, No. 33731A
One Pack Award Streamer, No. 17808
_____ Den participation ribbons, No. 17806
_____ Cub Scout Summertime Award pins, No. 00464

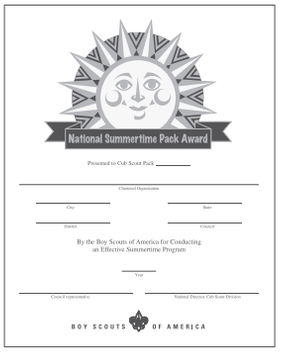
Cubmaster_____

Date needed _____

For Pack Committee_____

(Please print.)
Send to _____ _____
name street, city, state, ZIP

TO ASSURE PROMPT RECOGNITION, SUBMIT APPLICATION TO LOCAL COUNCIL SERVICE CENTER AS SOON AS POSSIBLE AFTER YOUR AUGUST ACTIVITY.



National Summertime Pack Award certificate, No. 33731A



National Summertime Pack Award streamer for pack flag, No. 17808



National Summertime Award pin for boys who attend all three summertime pack activities, No. 00464

Den participation ribbon for dens with 50 percent or more of their boys at three summertime activities, No. 17806



BOY SCOUTS OF AMERICA

SUMMERTIME ACTIVITIES TRACKING SHEET

JUNE

Leader(s) responsible _____

Pack activity _____

Location _____ Date _____ Time _____

Number of dens that participated _____

Number of dens with at least 50 percent of members present _____

Number of Tiger Cubs participating _____

Number of Cub Scouts participating _____

Number of Webelos Scouts participating _____

Number of parents/family members participating _____

COMMENTS _____

JULY

Leader(s) responsible _____

Pack activity _____

Location _____ Date _____ Time _____

Number of dens that participated _____

Number of dens with at least 50 percent of members present _____

Number of Tiger Cubs participating _____

Number of Cub Scouts participating _____

Number of Webelos Scouts participating _____

Number of parents/family members participating _____

COMMENTS _____

AUGUST

Leader(s) responsible _____

Pack activity _____

Location _____ Date _____ Time _____

Number of dens that participated _____ Number of dens that qualified for den participation ribbon ____

Number of Tiger Cubs participating _____

Number of Cub Scouts participating _____

Number of Webelos Scouts participating _____

Number of parents/family members participating _____

COMMENTS _____

#33748A

7 30176 33748 7

33748A
2002 Boy Scouts of America

PACK MEETING PLANNING SHEET

Pack Meeting Date: _____

Theme _____ Webelos Activity Badges: _____

Before the Meeting	**Person in Charge**
Room arrangement	_____
Materials and equipment	_____
Gathering	
Greeters	_____
Den exhibits	_____
Preopening activity	_____
Opening	
Opening ceremony/prayer	_____
Song	_____
Welcome and introductions	_____
Program	
Audience participation stunt	_____
Den stunts and skits	_____
Webelos den demonstrations	_____
Game	_____
Recognition	
Boy recognition	_____
Leader recognition	_____
Attendance award	_____
Closing	
Announcements	_____
Closing ceremony	_____
After the Meeting	
Refreshments	_____
Cleanup	_____

INFORMED CONSENT AGREEMENT

I understand that participation in the _____ offered through the
(Activity)

_____ Council, Boy Scouts of America, involves a certain degree of risk. I have

carefully considered the risk involved and have given _____, my (son/daughter),
(Name)

my consent to participate in _____ on _____
(Activity) (Dates)

This form must have both parent/guardian signature(s):

_____ _____
Name (Please print.) Name (Please print.)

_____ _____
Signature Signature

_____ _____
Date Date

Telephone number(s) (area code included) _____

BOY SCOUTS OF AMERICA

LOCAL TOUR PERMIT APPLICATION

FOR TRIPS AND CAMPS UNDER 500 MILES

LOCAL PERMIT NO._____ **DATE ISSUED**_____

This application must be filed with local council service center two weeks in advance of scheduled activity for proper clearance. It is used for trips of less than 500 miles. If destination is 500 miles or more one way or outside the U.S.A. (local council camp excepted), use National Tour Permit Application, No. 4419C. Units going into wilderness or backcountry areas must carry a copy of and abide by the principles of Leave No Trace, No. 21-105.

_____ No._____ Town_____ District_____ hereby applies
Type of unit

for a permit and submits plans herewith for a trip from_____, 20_____, to_____, 20_____.
Date Date

Give itinerary if tour; or destination if camp, including route description for reaching campsite (for long trip attach map indicating route and overnight stops):

_____

_____

Type of trip: ☐ One day ☐ Touring camp ☐ Short-term camp ☐ Long-term camp (Furnish copy of program and menus.)

Activity Standards: Where swimming or boating is included in the program, Safe Swim Defense, No. 34370A, and/or Safety Afloat, No. 34368B, standards are to be followed. If climbing/rappelling is included, then Climb On Safely, No. 20-099B (which recommends the American Red Cross's standard first aid and When Help Is Delayed or equivalent course), must be followed.

One adult in the group must be trained as outlined:

Name	Age	Safe Swim Defense Date Taken	Safety Afloat Date Taken	Climb on Safely Date Taken

At least one person must be trained in CPR from any recognized agency for Safety Afloat and Climb On Safely.

Name	Age	CPR Training	Agency	Expiration Date

At least one adult on a pack overnighter must have completed Basic Adult Leader Outdoor Orientation (BALOO, No. 34162).

Name	Age	Date BALOO Training Completed

Note: Unit must have a contingency plan for inclement weather.

Mode of transportation: ☐ Car ☐ RV ☐ Van ☐ Bus ☐ Boat ☐ Canoe ☐ Train ☐ Hiking ☐ Truck ☐ Other _____

(The beds of trucks and camper trucks are approved for equipment only—passengers are allowed only in the cab.)

Tour will include_____ youth and_____ adults. Have parents' approvals been secured? _____

It is the tour leader's and unit committee member's understanding that all drivers, vehicles, and insurance coverages will meet the national requirements as listed on the reverse side of this application.

Leadership and personnel: Boy Scouts of America policy requires at least two adult leaders on all camping trips and tours. Coed Venturing crews must have both male and female leadership. The adult leader in charge of this group must be at least 21 years old.

Youth Protection Training:

- All registered adults participating in any nationally conducted event or activity must have completed the BSA Youth Protection Training.
- At least one registered adult who has completed BSA Youth Protection Training must be present at all other events and activities that require a tour permit.

Tour leader's name_____ Age_____ Phone _____
Print or type

Address _____

I have in my possession a copy of *Guide to Safe Scouting,* No. 34416, and have read it. _____
Tour leader's signature

Assistant tour leader's name_____ Age_____ Phone _____

Address _____

_____ _____
Signed by member of unit committee Signed by tour leader

Signatures must be from two different people.

RETAIN IN COUNCIL SERVICE CENTER

OFFICIAL LOCAL TOUR OR CAMP PERMIT
BOY SCOUTS OF AMERICA

This permit should be in the possession of group leader at all times and displayed when requested by Scouting officials or other duly authorized persons.

Permit issued to_____ No._____ Town_____
Type of unit

_____
Name of tour leader Age Address

_____
Name of tour leader Age Address

Permit covers all travel between_____ and_____

Dates of trip from_____, 20_____, to _____, 20_____

Total youth_____ Total adults _____

This group has given the local council every assurance that they will conduct themselves according to the best standards of Scouting and observe all rules of health, safety, and sanitation as prescribed by the Boy Scouts of America and as stated in the Pledge of Performance on the reverse side of this permit.

Local Permit No. _____

Date Issued _____

Council Stamp

Not official unless council stamp appears here.

_____
Council name and address

_____
Council phone no.

_____
Signed for the council

These spaces are for the signatures and comments of officials where the group camps or stays for one night or more. Signatures indicate that the cooperation and conduct of the Cub Scout, Boy Scout, Varsity Scout, or Venturing group were satisfactory in every way.

Date	Place	Signature	Comment

34426 2007 Printing

#34426

7 30176 30159 4







INSURANCE

All vehicles MUST be covered by a public liability and property damage liability insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed. (It is recommended, however, that coverage limits are at least $50,000/$100,000/$50,000 or $100,000 combined single limit.) Any vehicle carrying 10 or more passengers is required to have limits of $100,000/$500,000/$100,000 or $500,000 combined single limit. In the case of rented vehicles the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle. All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country.

KIND, YEAR, AND MAKE OF VEHICLE	NUMBER OF PASSENGERS	OWNER'S NAME	DRIVER'S LICENSE NUMBER	WILL EVERYONE WEAR A SEATBELT?	PUBLIC LIABILITY INSURANCE COVERAGE		
					PUBLIC LIABILITY		PROPERTY DAMAGE
					Each Person	Each Accident	
					$	$	$

The local council may allow a list of the above information to be attached to the permit in order to expedite the process. Each unit may circle the names of the drivers for an event or an activity.

TRANSPORTATION

1. You will enforce reasonable travel speed in accordance with state and local laws in all motor vehicles.
2. If by motor vehicle:
   a. *Driver Qualifications:* All drivers must have a valid driver's license and be at least 18 years of age. **Youth Member Exception:** When traveling to an area, regional, or national Boy Scout activity or any Venturing event under the leadership of an adult (21+) tour leader, a youth member at least 16 years of age may be a driver, subject to the following conditions: (1) Six months' driving experience as a licensed driver (time on a learner's permit or equivalent is not to be counted); (2) no record of accidents or moving violations; (3) parental permission has been granted to leader, driver, and riders.
   b. If the vehicle to be used is designed to carry more than 15 persons (including driver) the driver must have a commercial driver's license (CDL).

   Name:_____

   C.D.L. expiration date _____
   c. Driving time is limited to a maximum of 10 hours and must be interrupted by frequent rest, food, and recreation stops.
   d. Seat belts are provided, and must be used, by all passengers and driver. Exception: A school or commercial bus.
   e. Passengers will ride only in the cab if trucks are used.

OUR PLEDGE OF PERFORMANCE

1. We will use the Safe Swim Defense in any swimming activity, Safety Afloat in all craft activity on the water, and Climb On Safely for climbing activity.
2. We will use trucks only for transporting equipment—no passengers except in the cab. All passenger cars, station wagons, recreational vehicles, and cabs of trucks will have a seat belt for each passenger.
3. We agree to enforce reasonable travel speed (in accordance with national, state, and local laws) and use only vehicles that are in safe mechanical condition.
4. We will be certain that fires are attended at all times.
5. We will apply for a fire permit from local authorities in all areas where it is required.
6. We will at all times be a credit to the Boy Scouts of America and will not tolerate rowdyism or un-Scoutlike conduct, keeping a constant check on all members of our group.
7. We will maintain high standards of personal cleanliness and orderliness and will operate a clean and sanitary camp, leaving it in a better condition than we found it.
8. We will not litter or bury any trash, garbage, or tin cans. All rubbish that cannot be burned will be placed in a tote-litter bag and taken to the nearest recognized trash disposal or all the way home, if necessary.
9. We will not deface trees, restrooms, or other objects with initials or writing.
10. We will respect the property of others and will not trespass.
11. We will not cut standing trees or shrubs without specific permission from the landowner or manager.
12. We will collect only souvenirs that are gifts to us or that we purchase.
13. We will pay our own way and not expect concessions or entertainment from any individual or group.
14. We will provide every member of our party an opportunity to attend religious services on the Sabbath.
15. We will observe the courtesy to write thank-you notes to persons who assisted us on our trip.
16. We will, in case of backcountry expedition, read and abide by the Wilderness Use Policy of the BSA.
17. We will notify, in case of serious trouble, our local council service center, our parents, or other local contact.
18. If more than one vehicle is used to transport our group, we will establish rendezvous points at the start of each day and not attempt to have drivers closely follow the group vehicle in front of them.

NATIONAL TOUR PERMIT APPLICATION

LOCAL COUNCIL TIME STAMP	REGIONAL TIME STAMP

A National Tour Permit is required for all groups traveling to areas 500 miles or more one way from home area (local council camp excepted), or crossing national boundaries into the territory of other nations. This application should be submitted, typed or printed, to the local council service center for approval **at least one month before your tour. Then the council service center will forward it to the regional service center for further approval.** It is essential that you read *Tours and Expeditions,* No. 33737D, before filling out this form. For trips and overnight camps less than 500 miles one way, use Local Tour Permit Application, No. 34426E.

FOR TOURS 500 MILES OR MORE AND TOURS OUTSIDE THE U.S.A.

Current date_____

Council name_____ Type of unit_____ No._____

Council address_____

Purpose of this trip is_____

From (city and state) _____ to_____

Mileage round trip _____ Dates___/___/___ to___/___/___ Total days_____

Is accident insurance in force for this unit? ☐ Yes ☐ No Company_____ Policy no._____

LEADERSHIP AND PERSONNEL (Boy Scouts of America policy requires at least two adult leaders on all camping trips and tours. Coed Venturing crews must have both male and female leadership.)

1. The adult leader in charge of this group must be at least 21 years old.

   Name _____Age_____ Scouting position_____ Expiration date_____

   Street or R.F.D. _____

   _____

   City _____ State_____ Zip code_____

   Home phone (___)_____ Business phone (___)_____

   List experience and training for this responsibility. _____

   I have in my possession a copy of *Guide to Safe Scouting,* No. 34416, and have read it. _____
   Adult leader's signature

2. Associate adult leader name(s) (minimum age 18) Age Scouting position Expiration date

   _____ _____ _____ _____

   Address _____ Phone (_____)_____

   _____ _____ _____ _____

   Address _____ Phone (_____)_____

   Attach a list with additional names and information as outlined above.

3. Party will consist of (number):
   - _____ Cub Scouts
   - _____ Boy Scouts
   - _____ Varsity Scouts
   - _____ Venturers—male
   - _____ Venturers—female
   - _____ Adults—male
   - _____ Adults—female
   - _____ Total

4. Party will travel by:
   - Car ☐
   - Bus ☐
   - Train ☐
   - Plane ☐
   - Canoe ☐
   - Van ☐
   - Boat ☐
   - Foot ☐
   - Cycle ☐

If traveling by other methods, please specify:

_____

Party will travel with another crew that has a male or female (circle one) leader. This leader will be responsible for the Venturer(s) of my crew.

Advisor_____

Other crew's no._____

Council_____

TRANSPORTATION

5. You will enforce reasonable travel speed in accordance with state and local laws in all motor vehicles.
6. If traveling by motor vehicle:
   a. *Driver qualifications:* All drivers must have a valid driver's license that has not been suspended or revoked for any reason, and must be at least 18 years of age. **Youth-member exception:** When traveling to an area, regional, or national Boy Scout activity, or any Venturing event under the leadership of an adult (21+) tour leader, a youth member at least 16 years of age may be a driver, subject to the following conditions: (1) Six months' driving experience as a licensed driver (time on a learner's permit or equivalent is not to be counted); (2) No record of accidents or moving violations; (3) Parental permission has been granted to leader, driver, and riders.

NATIONAL TOUR PERMIT **THIS IS TO CERTIFY THAT** **COUNCIL NUMBER**_____

Permission is granted to:

Tour leader_____ Date issued_____

Type of unit _____ No._____ Council_____

Council address_____

For trip from _____ to_____

Dates _____ to_____, 20_____

This permit is granted with the understanding that the group is prepared to meet its own expenses and that no soliciting of funds or of special concessions because of its connection with the Boy Scouts of America will be permitted en route.

Any person to whom this permit is presented is advised that proper assurance has been given to approved representatives of the Boy Scouts of America that members of this group are qualified campers and are familiar with the standards and objectives of good Scouting and will conduct themselves accordingly.

_____
Regional authorization

b. If the vehicle to be used is designed to carry more than 15 persons (including driver), the driver must have a commercial driver's license (CDL).
Name _____ CDL expiration date_____

c. Driving time is limited to a maximum of 10 hours and must be interrupted by frequent rest, food, and recreation stops. If only one driver, then reduce driving time and stop more frequently.

d. Seat belts are provided, *and must be used*, by all passengers and driver. Exception: A school or commercial bus, where not required by law.

e. Passengers will ride only in the cab if trucks are used.

INSURANCE

All vehicles MUST be covered by a public liability and property damage liability insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed. (It is recommended, however, that coverage limits are at least $50,000/$100,000/$50,000 or $100,000 combined single limit.) Any vehicle carrying 10 or more passengers is *required* to have limits of $100,000/$500,000/$100,000 or $500,000 combined single limit. In the case of rented vehicles, the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle. All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country. Attach an additional page if more space is required.

KIND YEAR AND MAKE OF VEHICLE	NUMBER OF PASSENGERS	OWNER'S NAME	DRIVER'S LICENSE NUMBER*	DOES EVERYONE HAVE SEAT BELTS?	PUBLIC LIABILITY INSURANCE COVERAGE		
					PUBLIC LIABILITY		PROPERTY DAMAGE
					Each Person	Each Accident	
					$	$	$

***All drivers must have a valid driver's license that has not been suspended or revoked for any reason.**

7. If traveling by public carrier, plane, or boat:
☐ a. Operations are in accord with state and federal laws.
☐ b. Insurance coverage is adequate.

HEALTH—SAFETY—AQUATICS—CLIMBING/RAPPELING—SANITATION—WILDERNESS USE POLICY—YOUTH PROTECTION TRAINING

8. ☐ a. Where swimming or boating is included in the program, Safe Swim Defense, No. 34370A, and/or Safety Afloat, No. 34368B, standards are to be followed. If climbing/rappelling is included, then Climb On Safely, No. 20-099B (which recommends the American Red Cross's standard first aid and When Help Is Delayed or equivalent course), must be followed.
One adult in the group must be trained as outlined:

NAME	AGE	SAFE SWIM DEFENSE DATE TAKEN	SAFETY AFLOAT DATE TAKEN	CLIMB ON SAFELY DATE TAKEN

At least one person must be trained in CPR from any recognized agency for Safety Afloat and Climb On Safely.

NAME	AGE	CPR TRAINING	AGENCY	EXPIRATION DATE

☐ b. Our travel equipment will include: first-aid kit, road emergency kit.
☐ c. Units going into the wilderness or backcountry must carry and abide by the Wilderness Use Policy, No. 20-121.
☐ d. The group leader will have in his or her possession the appropriate health and medical forms for every leader and participant.
☐ e. All registered adults participating in any nationally conducted event or activity must have completed the BSA Youth Protection Training.
☐ f. At least one registered adult who has completed BSA Youth Protection Training must be present at all other events and activities that require a tour permit.

Itinerary. It is required that the following information be provided for *each day* of the tour: (Note: Speed or excessive daily mileage increases the possibility of accidents.) Attach an additional page if more space is required.

DATE	TRAVEL		MILEAGE	OVERNIGHT STOPPING PLACE (Check if reservations are cleared.)	✓
	From	To			

THE INTERNATIONAL LETTER OF INTRODUCTION

Individuals wanting an International Letter of Introduction for travel to another country alone or with family members should use the International Letter of Introduction Application, No. 22-128, available from your local council service center. (See "Planning an International Experience" in *Tours and Expeditions,* No. 33737D, for tips on planning international tours.)

We hereby verify that we consider the leadership of this tour adequate in every way, that the foregoing statements are correct, and that we will comply with the policies and procedures for tours and expeditions as established by the Boy Scouts of America. **In the event of any serious injury or fatality occurring during this activity, we will notify our local council immediately.**

Signatures Required:

Approved _____ Unit no._____ Date_____
(Chairman of committee)

Approved _____
(Tour leader)

Send this entire application to your local council service center for approval at least one month prior to the activity.

Approved _____ Council no._____ Date_____
(Scout executive)

For Regional Use Only:

Approved by _____ Region ☐W ☐C ☐S ☐NE Date_____

#4419C









4419C
2007 Printing

MEETING PLACE INSPECTION
Checklist
For Packs, Troops, Teams, and Crews

BOY SCOUTS OF AMERICA

Unit No. _____
Meeting night _____
Name of organization _____
_____
Location _____
_____
District _____

NOTE TO INSPECTORS: A responsibility of the unit's chartered organization is to provide adequate meeting facilities. Unit committee members should make the inspection. Findings should be shared with the head of the institution, and plans should be made to correct hazards if any are found.

THE BUILDING

Name _____ Address _____

Construction: frame ☐ brick ☐ metal ☐ other _____

Type of roofing: shake ☐ composition ☐ metal ☐ other _____

Type of heating plant: gas ☐ oil ☐ wood ☐ electric ☐ other _____

Meeting room location: basement ☐ ground ☐ above first floor ☐

Telephone location: _____ Accessible yes ☐ no ☐ Emergency numbers posted yes ☐ no ☐

THE ROOM

YES	NO		YES	NO	
_____	_____	Large enough?	_____	_____	Adequate lighting?
_____	_____	Well heated? (between 62°F and 70°F)	_____	_____	Hand-washing facility?
_____	_____	Well ventilated?	_____	_____	Clean toilet facility?
_____	_____	Dry?	_____	_____	Sanitary drinking facility?
_____	_____	Clean?	_____	_____	Emergency flashlights on hand?
_____	_____	Windows in good condition?	_____	_____	First-aid kits on hand?
_____	_____	Floor in good condition?			

EXITS

YES	NO		YES	NO	
_____	_____	Two or more emergency exits available?	_____	_____	Exit signs installed?
_____	_____	Unlocked and easily accessible?	_____	_____	Exit signs lighted?
_____	_____	Sufficiently far apart?	_____	_____	All doors swing out?
_____	_____	Crash bar on doors?			

IF ROOM IS ABOVE FIRST FLOOR:

YES	NO		YES	NO	
_____	_____	Close to stairs (less than 100 feet)?	_____	_____	Carpet or treads secure?
_____	_____	Doors and stairs unobstructed, litter free?	_____	_____	Stairway enclosed?
_____	_____	Stairs in good repair?	_____	_____	Enclosures fitted with fire doors?
_____	_____	Stair handrail provided?	_____	_____	Outside fire escape installed?
_____	_____	Stairway lighted?	_____	_____	Fire escape in good repair?
_____	_____	Stairs wide enough for two persons?	_____	_____	Fire escape used for fire drills?

FIRE PROTECTION

YES	NO		YES	NO	
_____	_____	Portable extinguisher available and properly located?	_____	_____	Heating system inspected within a year?
		Extinguisher is suitable for the following types of fires:	_____	_____	Walls, ceilings, floors protected from stoves or pipes overheating?
_____	_____	A. Ordinary combustibles	_____	_____	Open fireplaces protected by screens?
_____	_____	B. Flammable liquids	_____	_____	Electric wiring, switches, extension cords in good repair?
_____	_____	C. Electrical equipment			
_____	_____	Extinguisher ready for use? (should be tagged to show inspection within one year)	_____	_____	Accessible telephone in building?
_____	_____	Any hazard from rubbish or flammable material?	_____	_____	Fire department number posted?
_____	_____	Any hazard from oily rags or mops? (spontaneous combustion)	_____	_____	Location of nearest fire alarm known to all members?
_____	_____	Smoke alarm system installed and tested?	_____	_____	Alarm procedure taught to members?

FIRE DRILL

YES	NO		YES	NO	
_____	_____	Has the unit an organization plan for conducting fire drills?	_____	_____	Are members able to evacuate building if filled with smoke or if lights go out?
_____	_____	Is a fire plan posted on the unit bulletin board?	_____	_____	Do training drills include use of alternate exits?
_____	_____	Are fire evacuation drills practiced frequently?	_____	_____	Are members trained in home firesafety plan and exit drill?
_____	_____	Was a drill demonstrated or taught to members at inspection time?			

RECOMMENDATIONS

Write your detailed recommendations below (or on a separate sheet attached to this report.) Please note any other conditions which are hazardous to health, personal safety, or firesafety.

_____

_____

_____

INSPECTORS' SIGNATURES _____ _____

_____ _____

Date of inspection _____ Unit leader in attendance _____
name

CHARTERED ORGANIZATION RECORD

Did the chartered organization representative participate in the inspection? Yes ☐ No ☐

Report reviewed by:

_____ _____ _____
chartered organization representative | head of organization | unit committee

Action taken: _____

_____

_____

_____

BOY SCOUTS OF AMERICA DATE _____

Received in council service center _____
(Date)

(Local council stamp)

UNIT MONEY-EARNING APPLICATION

Applications are not required for council-coordinated money-earning projects such as popcorn sales or Scout show ticket sales.

Please submit this application to your council service center at least two weeks in advance of the proposed date of your money-earning project. Read the 10 guides on the other side of this form. They will help you in answering the questions below.

☐ Pack
☐ Troop
☐ Team
☐ Crew

No. _____ Chartered Organization _____

Community _____ District _____

Submits the following plans for its money-earning project and requests permission to carry them out.

What is your unit's money-earning plan? _____

_____

About how much does your unit expect to earn from this project? _____ How will this money be used? _____

_____

Does your chartered organization give full approval for this plan? _____

What are the proposed dates? _____

Are tickets or a product to be sold? Please specify. _____

_____

Will your members be in uniform while carrying out this project? (See items 3–6 on other side.) _____

_____

Have you checked with neighboring units to avoid any overlapping of territory while working? _____

Is your product or service in direct conflict with that offered by local merchants? _____

Are any contracts to be signed? _____ If so, by whom? _____

Give details. _____

Is your unit on the budget plan? _____ How much are the dues? _____

How much does your unit have in its treasury? _____

Signed _____ Signed _____

(Chartered Organization Representative) (Unit Leader)

Signed _____ _____

(Chairman, Unit Committee) (Address of Chairman)

FOR USE OF DISTRICT OR COUNCIL FINANCE COMMITTEE: Telephone _____

Approved by _____ Date _____

Approved subject to the following conditions _____

_____

34427

2007 Boy Scouts of America

GUIDES TO UNIT MONEY-EARNING PROJECTS

A unit's money-earning methods should reflect Scouting's basic values. Whenever your unit is planning a money-earning project, this checklist can serve as your guide. If your answer is "Yes" to all the questions that follow, it is likely the project conforms to Scouting's standards and will be approved.

1. ***Do you really need a fund-raising project?***

   There should be a real need for raising money based on your unit's program. Units should not engage in money-earning projects merely because someone has offered an attractive plan. Remember that individual youth members are expected to earn their own way. The need should be beyond normal budget items covered by dues.

2. ***If any contracts are to be signed, will they be signed by an individual, without reference to the Boy Scouts of America and without binding the local council, the Boy Scouts of America, or the chartered organization?***

   Before any person in your unit signs a contract, he must make sure the venture is legitimate and worthy. If a contract is signed, he is personally responsible. He may not sign on behalf of the local council or the Boy Scouts of America, nor may he bind the chartered organization without its written authorization. If you are not sure, check with your district executive for help.

3. ***Will your fund-raiser prevent promoters from trading on the name and goodwill of the Boy Scouts of America?***

   Because of Scouting's good reputation, customers rarely question the quality or price of a product. The nationwide network of Scouting units must not become a beehive of commercial interest.

4. ***Will the fund-raising activity uphold the good name of the BSA? Does it avoid games of chance, gambling, etc.?***

   Selling raffle tickets or other games of chance is a direct violation of the BSA Rules and Regulations, which forbid gambling. The product must not detract from the ideals and principles of the BSA.

5. ***If a commercial product is to be sold, will it be sold on its own merits and without reference to the needs of Scouting?***

   All commercial products must sell on their own merits, not the benefit received by the Boy Scouts. The principle of value received is critical in choosing what to sell.

6. ***If a commercial product is to be sold, will the fund-raising activity comply with BSA policy on wearing the uniform?***

   The official uniform is intended to be worn primarily for use in connection with Scouting activities. However, council executive boards may approve use of the uniform for any fund-raising activity. Typically, council popcorn sales or Scout show ticket sales are approved uniform fund-raisers.

7. ***Will the fund-raising project avoid soliciting money or gifts?***

   The BSA Rules and Regulations state, "Youth members shall not be permitted to serve as solicitors of money for their chartered organizations, for the local council, or in support of other organizations. Adult and youth members shall not be permitted to serve as solicitors of money in support of personal or unit participation in local, national, or international events."

   For example: Boy Scouts/Cub Scouts and leaders should not identify themselves as Boy Scouts/Cub Scouts or as a troop/pack participate in The Salvation Army's Christmas Bell Ringing program. This would be raising money for another organization. **At no time are units permitted to solicit contributions for unit programs.**

8. ***Does the fund-raising activity avoid competition with other units, your chartered organization, your local council, and the United Way?***

   Check with your chartered organization representative and your district executive to make certain that your chartered organization and the council agree on the dates and type of fund-raiser.

The local council is responsible for upholding the Charter and By-laws and the Rules and Regulations of the BSA. To ensure compliance, all unit fund-raisers MUST OBTAIN WRITTEN APPROVAL from the local council NO LESS THAN 14 DAYS before the fund-raising activity.

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CAMPFIRE PROGRAM

Place _____

Date _____

Time _____

Camp director's approval: _____

_____

Campers notified _____ **Area set up by** _____

Campfire planning meeting _____ _____

M. C. _____ **Campfire built by** _____

Song leader _____ **Fire put out by** _____

Cheermaster _____ **Cleanup by** _____

Spot	Title of Stunt, Song, or Story	By _____	Time
1	Opening—and firelighting		
2	Greeting—introduction	M.C.	
3	Sing— Yell—		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22	Closing		

THE CAMPFIRE PROGRAM PLANNER

How to use this sheet: Be sure that every feature of this campfire program upholds Scouting's highest traditions.

1. In a campfire planning meeting, fill in the top of the Campfire Program sheet (over).
2. On the Campfire Program Planner (below), list all units and individuals who will participate in the program.
3. Write down the name, description, and type of song, stunt, or story they have planned.
4. The MC organizes songs, stunts, and stories in a good sequence considering timing, variety, smoothness, and showmanship.
5. The master-of-the-campfire makes out the Campfire Program sheet (over).
6. Copies of the program are given to all participants.

Cheer Planner	Spot

Song Planner	Spot

Campfire Program Planner			
Group or Individual	Description	Type	Spot
Opening			
Closing			
Headliner	Main event		
Song leader			
Cheerleader			

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33696A • 2001 Boy Scouts of America

INDIVIDUAL CAMPOUT CHECKLIST FOR PACK OVERNIGHTER

Our pack is conducting an overnighter on _____ at _____.
(Date) (Location)

We will meet at _____ at _____.
(Location) (Time)

We will conclude at _____ on _____.
(Time) (Date)

- ❑ Tents will be furnished.
- ❑ Cooking equipment will be furnished
- ❑ Bring your own shelter.
- ❑ Bring your own cooking equipment.

A full Cub Scout uniform is required for the overnighter. Sturdy shoes that are suitable for hiking will be useful. The following is a list of equipment that would be useful on the campout. Check off each item in pencil as you lay out your equipment pack.

Camping Equipment
- ❑ Tent or tarp, poles, and stakes
- ❑ Waterproof ground cloth or plastic sheet
- ❑ Sleeping bag, pillow, air mattress or pad
- ❑ Cup, bowl, plate, knife, fork, spoon, mesh bag
- ❑ Clothesline

Clothes Bag
- ❑ Cub Scout uniform
- ❑ Poncho or raincoat
- ❑ Warm jacket or coat
- ❑ Pajamas or sweatshirt, sweatpants
- ❑ Underwear
- ❑ Durable shoes, shoe laces
- ❑ Hat or cap
- ❑ Gloves
- ❑ Extra socks, shoes, other extra clothing

Family Gear
- ❑ Lawn chairs
- ❑ Cooler or ice chest
- ❑ Cot or pad
- ❑ Cooking equipment as outlined by pack overnighter coordinator

Toilet Kit
- ❑ Toothpaste, toothbrush, comb
- ❑ Washcloth, towel
- ❑ Soap in container
- ❑ Toilet paper
- ❑ Extra plastic bag or container

First Aid
- ❑ First aid kit
- ❑ Water bottle
- ❑ Flashlight, bulb, batteries
- ❑ Sunscreen
- ❑ Insect repellent
- ❑ Whistle
- ❑ Safety pins

Extras
- ❑ Camera
- ❑ Binoculars
- ❑ Sunglasses
- ❑ Notebook and pencil
- ❑ Nature books

Program Options
- ❑ Swimsuit, towel
- ❑ Fishing gear
- ❑ Work gloves

Leader _____ Phone _____

WEBELOS SCOUT OVERNIGHT CHECKLIST

Our Webelos den is going camping on _____ (Date) at _____ (Location).

We will meet at _____ (Location) at _____ (Time).

We will return there at _____ (Time) on _____ (Date).

- ❑ Tents will be furnished.
- ❑ Bring your own shelter.
- ❑ Cooking equipment will be furnished
- ❑ Bring your own cooking equipment.

A full Webelos Scout uniform is required for the campout. Sturdy shoes that are suitable for hiking will be useful.

During the campout we will be working on requirements for the following activity badge(s):

❑ Forester ❑ Geologist ❑ Naturalist ❑ Outdoorsman ❑ _____

The related material in the *Webelos Scout Book* should be read and carefully studied in advance. Bring your *Webelos Scout Book* to camp.

The following is a list of equipment that would be useful on the campout. Check off each item in pencil as you lay out your equipment pack:

Camping Equipment
- ❑ Tent or tarp, poles, and stakes
- ❑ Waterproof ground cloth or plastic sheet
- ❑ Sleeping bag, pillow, air mattress or pad
- ❑ Cup, bowl, plate, knife, fork, spoon, mesh bag
- ❑ Clothesline

Clothes Bag
- ❑ Webelos Scout uniform
- ❑ Poncho or raincoat
- ❑ Warm jacket or coat
- ❑ Pajamas or sweatshirt, sweatpants
- ❑ Underwear
- ❑ Durable shoes, shoe laces
- ❑ Hat or cap
- ❑ Gloves
- ❑ Extra socks, shoes, other extra clothing

Toilet Kit
- ❑ Toothpaste, toothbrush, comb
- ❑ Washcloth, towel
- ❑ Soap in container
- ❑ Toilet paper
- ❑ Extra plastic bag or container

First Aid
- ❑ First aid kit
- ❑ Water bottle
- ❑ Flashlight, bulb, batteries
- ❑ Sunscreen
- ❑ Insect repellent
- ❑ Whistle
- ❑ *Webelos Scout Book*
- ❑ Safety pins

Extras
- ❑ Camera
- ❑ Binoculars
- ❑ Sunglasses
- ❑ Notebook and pencil
- ❑ Nature books

Program Options
- ❑ Swimsuit, towel
- ❑ Fishing gear
- ❑ Work gloves

Leader _____ Phone _____

PERSONAL HEALTH AND MEDICAL RECORD

CLASS 1 AND CLASS 2

NAME

Height _____ Weight _____ Eye color _____ Hair color _____

CLASS 1 PERSONAL HEALTH AND MEDICAL HISTORY

(To be filled out annually by all participants)

To be filled out by parent, guardian, or adult participant. Please print in ink.

IDENTIFICATION

Name_____ Date of birth_____ Age_____ Sex_____

Name of parent or guardian_____ Telephone_____

Home address_____ City_____ State_____ Zip_____

Business address _____ City_____ State_____ Zip_____

If person named above is not available in the event of an emergency, notify

Name_____ Relationship_____ Telephone_____

Name_____ Relationship_____ Telephone_____

Name of personal physician _____ Telephone_____

Personal health/accident insurance carrier _____ Policy No._____

Check all items that apply, **past or present,** to your health history. Explain any "Yes" answers.

ALLERGIES: Food, medicines, insects, plants Yes ☐ No ☐ Explain:_____

GENERAL INFORMATION:	Yes	No		Yes	No		Yes	No
ADHD (Attention-Deficit Hyperactivity Disorder)	☐	☐	Convulsions/seizures	☐	☐	Hemophilia	☐	☐
Asthma	☐	☐	Diabetes	☐	☐	High blood pressure	☐	☐
Cancer/leukemia	☐	☐	Heart trouble	☐	☐	Kidney disease	☐	☐

Explain: _____

Please list ALL medications taken in the 30 days **prior** to arrival at the Scouting activity where this form is to be used: _____

_____

List any **medications to be taken at camp,** including drug, dosage, route (oral, injection, etc.), and frequency: _____

_____

_____

List any physical or behavioral conditions that may affect or limit full participation in swimming, backpacking, hiking long distances, or playing strenuous physical games: _____

List equipment needed such as wheelchair, braces, glasses, contact lenses, etc.:_____

Immunizations: (Give date of last inoculation.)

Tetanus toxoid _____	Measles _____	Polio_____
OR DPT _____	OR MMR _____	_____
Hepatitis A _____	Varicella _____	OR Chicken pox _____
Hepatitis B _____		

I give permission for full participation in BSA programs, subject to limitations noted herein.

In case of emergency, I understand every effort will be made to contact me (if participant is an adult, my spouse or next of kin). In the event I cannot be reached, I hereby give my permission to the licensed health-care practitioner selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child (or for me, if participant is an adult).

Date_____ Signature of parent/guardian or adult _____

Date updated_____ Signature of parent/guardian or adult _____

Date updated_____ Signature of parent/guardian or adult _____

Some hospitals require the parent/guardian signature to be notarized. Check with your BSA local council.

TROOP

CAMPSITE

Class 1 (update annually for all participants). Activity: Day camp, overnight hike, or other programs not exceeding 72 hours, with level of activity similar to that of home or school. Medical care is readily available. Current personal health and medical summary (history) is attested by parents to be accurate. This form is filled out by all participants and is on file for easy reference.

Class 2 (required once every 36 months for all participants under 40 years of age). Activity: Resident camp or any other activity such as backpacking, tour camping, or recreational sports involving events lasting longer than 72 consecutive hours, with level of activity similar to that at home or school. Medical care is readily available.

> **Note:** Some states require an **annual** precamp medical evaluation. Your BSA local council service center can advise you about the requirements for your state.

If your child has had a medical evaluation **(physical examination)** within the last 36 months, a copy of the results of this examination must be attached to the health history for all participants in a camping experience lasting longer than 72 consecutive hours. If a copy is not available, a physical examination (using the Class 2 section of this form) must be scheduled by a *licensed health-care practitioner. This **medical evaluation** (physical examination) also is **required** if your **child** is currently **under medical care,** takes **a prescribed medication,** requires a **medically prescribed diet,** has had **an injury** or **illness during the past 6 months** that limited activity for a week or more, **has ever lost consciousness** during physical activity, or has **suffered a concussion from a head injury.**

*Examinations conducted by licensed health-care practitioners, other than physicians, will be recognized for BSA purposes in those states where such practitioners may perform physical examinations within their legally prescribed scope of practice.

THIS FORM IS NOT TO BE USED BY ADULTS OVER 40, BY HIGH-ADVENTURE PARTICIPANTS (USE FORM NO. 34412A), OR FOR NATIONAL SCOUT JAMBOREE (USE FORM NSJ-34412-01).

CLASS 2 MEDICAL EVALUATION

(Read additional requirements outlined on front of form.)

Name _____ Age _____

NOTE TO LICENSED HEALTH-CARE PRACTITIONERS*: The person being evaluated will be attending one or more weeks of camp that may include sleeping on the ground and participating in strenuous activities such as hiking, boating, and vigorous group games. Please review the health history with the participant for any interim changes. **Explain any "abnormal" evaluations.**

PHYSICAL EXAMINATION (To be filled out by a licensed health-care practitioner*)

Height _____ Weight _____ BP _____/_____ Pulse _____

VISION: Normal _____ Glasses _____ Contacts _____

HEARING: Normal _____ Abnormal _____ Explain _____

Check box:	N	Abn		N	Abn		N	Abn
Growth development	☐	☐	Teeth	☐	☐	Genitalia	☐	☐
Skin	☐	☐	Cardiopulmonary system	☐	☐	Musculoskeletal	☐	☐
HEENT	☐	☐	Hernia	☐	☐	Neurobehavioral	☐	☐

Explain: _____

Limitations

Activity restrictions _____

Diet restrictions _____

Comment on any need for medical assistance devices: _____

Signature _____ Printed name _____ Date _____
Licensed health-care practitioner*

Address _____ Phone _____

City, State, Zip _____

***Examinations conducted by licensed health-care practitioners, other than physicians, will be recognized for BSA purposes in those states where such practitioners may perform physical examinations within their legally prescribed scope of practice.**

INTERVAL RECORD	SCREENING EXAMINATION	
Date, Time, Place, Etc.	(Findings, diagnoses, treatment, instructions, disposition, etc.)	By

#34414B



PHOTOCOPYING THIS FORM IS PERMITTED.

34414B
2007 Printing

NAME

TROOP

CAMPSITE

OFFICIAL PLACEMENT OF INSIGNIA

TIGER CUB, CUB SCOUT, AND WEBELOS SCOUT UNIFORM INSPECTION SHEET

SHOULDER SEAM



TIGER CUB, CUB SCOUT OR WEBELOS SCOUT RIGHT SLEEVE



WEBELOS SCOUT RIGHT SLEEVE



LEFT SLEEVE



TIGER CUB OR CUB SCOUT LEFT POCKET



CUB SCOUT RIGHT POCKET

Conduct uniform inspections with common sense; the basic rule is neatness.

Right Sleeve. Wear U.S. flag, den numeral, and Quality Unit Award (if earned) as shown. Webelos Scouts may wear den emblem instead of den numeral. Only the most recently earned Quality Unit Award may be worn. If the pack elects, Webelos Scouts may wear the Webelos colors. Wear the Webelos colors immediately below and touching the U.S. flag if no den numeral is worn. If den numeral is worn, wear colors below and touching numeral. Wear activity badges on the colors if this option is elected.

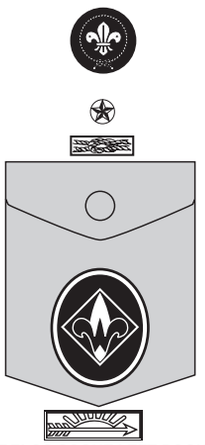
Left Sleeve. Wear council patch and pack numeral as shown. The veteran unit insignia bar (25, 50, 55, or 60 years) is worn centered below the council patch and above the numeral, and touches both. Denner cord or assistant denner cord is worn over left shoulder.

Left Pocket. Cub Scouts wear badges of rank as shown: Tiger Cub, Bobcat, Wolf, and Bear. Gold Arrow Points are worn beneath the pocket and below the badge for which they were earned. Silver Arrow Points are worn below the Gold Arrow Points in double rows. Webelos Scouts have the option of wearing the oval-shaped Webelos badge by itself on the tan shirt only; or the diamond-shaped Webelos patch along with other rank badges on either the tan or blue shirt; or if the Tiger Cub patch was earned, the Webelos diamond-shaped patch may be worn on either the tan or blue shirt by itself and centered on the left pocket. The Arrow of Light Award is worn centered below the pocket of the tan shirt or on the pocket flap of the blue or tan shirt. Wear medals just above the pocket seam, and service stars centered just above medals or knots, or ⅜ inch above seam if no medals are worn. Gold background disks are worn with service stars for Cub Scouting service, including Tiger Cub service. Not more than five medals may be worn. Wearing sequence for medals or knots is at the wearer's discretion. The only knots worn by Cub Scouts are the religious emblem knot and a lifesaving or meritorious award knot. The World Crest is worn centered between the left shoulder seam and the top of the left pocket.

Right Pocket. Temporary insignia are not necessary in uniform inspection, but if worn, must be centered on the pocket. Progress Toward Ranks (with thong and beads) for Tiger Cubs or Cub Scouts or Compass Points emblem for Webelos Scouts is fastened to button under flap of right pocket and flap rebuttoned. The National Summertime Award is pinned centered on the right pocket flap.

Olive/Tan Webelos Scout Uniform. Webelos Scouts electing this option wear blue shoulder loops, Webelos neckerchief, and Webelos cap. Blue (preferred) or olive belt may be worn. Academics and Sports belt loops will fit only on the blue belt. Badge placement is same as for blue uniform.

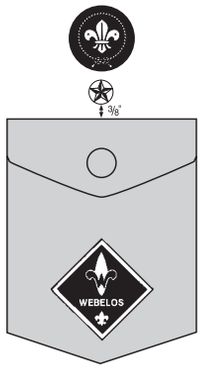
WEBELOS SCOUT LEFT POCKET OPTIONS



WEBELOS SCOUT LEFT POCKET (TAN SHIRT)



WEBELOS SCOUT LEFT POCKET (BLUE OR TAN SHIRT)



WEBELOS SCOUT LEFT POCKET (BLUE OR TAN SHIRT)

TIGER CUB, CUB SCOUT, AND WEBELOS SCOUT UNIFORM INSPECTION SHEET

☐ 20 pts. **General Appearance.** Allow 4 points for each: good posture, clean face and hands, hair combed, neatly dressed, clean fingernails.

☐ 5 pts. **Cap.** Tiger Cub cap, Cub Scout Wolf cap, Cub Scout Bear cap, or Webelos cap, according to den. Webelos activity badges are worn on the plaid front panel of the Webelos cap or on the optional Webelos colors, if selected by the pack.

☐ 5 pts. **Neckerchief and Slide**. Triangular. Orange with blue border for Tiger Cubs. Gold with blue border for Cub Scouts working in Wolf book. Light blue with dark blue border for Cub Scouts working in Bear book. Plaid for Webelos Scouts. For a Webelos Scout it is secured by a Webelos slide. For a Cub Scout it is secured by a Cub Scout slide.

☐ 15 pts. **Shirt.** Official long- or short-sleeve, blue for Tiger Cubs or Cub Scouts and either blue or tan (optional) for Webelos Scouts. If tan shirt is worn, wear blue shoulder loops on epaulets. Wear with either pants or shorts.

☐ 5 pts. **Belt.** Official blue web belt cut to proper length with Tiger Cub, Cub Scout, or Webelos insignia on buckle. Webelos Scouts wearing optional tan uniform may wear either the blue belt (preferred) and Webelos buckle or olive belt and Webelos buckle. Cub Scout belt loops are worn only on the blue belt.

☐ 15 pts. **Pants/Shorts.** Official, pressed; no cuffs. Blue for Tiger Cubs and Cub Scouts and either blue (with blue shirt) or olive (with tan shirt) for Webelos Scouts.

☐ 5 pts. **Socks.** Dark blue official socks with orange tops for Tiger Cubs and gold tops for Cub Scouts. Webelos Scouts wearing optional olive/tan uniform wear official Boy Scout olive socks.

☐ 5 pts. **Shoes.** Leather or canvas, neat and clean.

☐ 5 pts. **Registration.** Current membership card or temporary certificate on person.

☐ 20 pts. **Insignia.** Correct placement: left pocket, 5 points; right pocket, 5 points; left sleeve, 5 points; right sleeve, 5 points.

For more information about insignia, see *Insignia Guide,* No. 33066E.



TIGER CUB AND CUB SCOUT

WEBELOS SCOUT

OUR UNIT INSPECTION WILL BE HELD ON

_____

BRING THIS FORM WITH YOU

The Scouting Seal Is Your Guarantee of Quality, Excellence, and Performance.

UNIFORM POINTS	☐
INSIGNIA POINTS	☐
TOTAL POINTS	☐

PERFECT SCORE 100 POINTS

UNIFORM INSPECTION SCORE ☐

Name_____ Pack No. _____

_____ Den _____

#34282E

34282E
0-8395-4282-8
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2005 Printing

OVER

Place this insignia diagram beside left shirt pocket to help guide you on proper placement of badges and arrow points.

3/8"

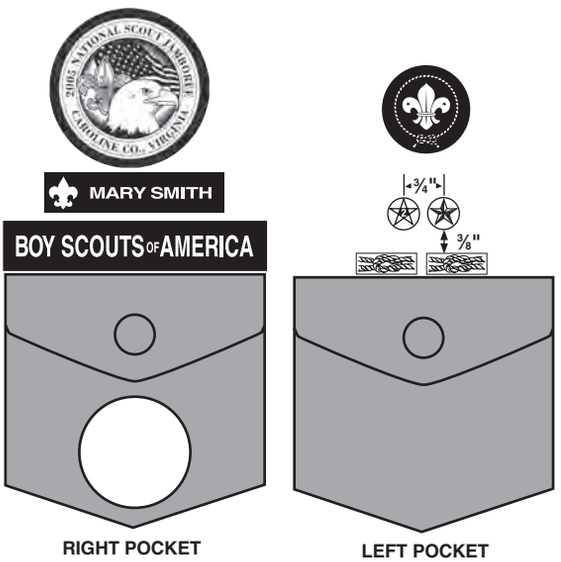


OFFICIAL PLACEMENT OF INSIGNIA

FEMALE LEADER UNIFORM INSPECTION SHEET



RIGHT SLEEVE LEFT SLEEVE



RIGHT POCKET LEFT POCKET

Right Sleeve. U.S. flag emblem. Den numeral or emblem, if applicable, below and touching flag. Only the most recent Quality Unit Award may be worn, 4 inches below the seam.

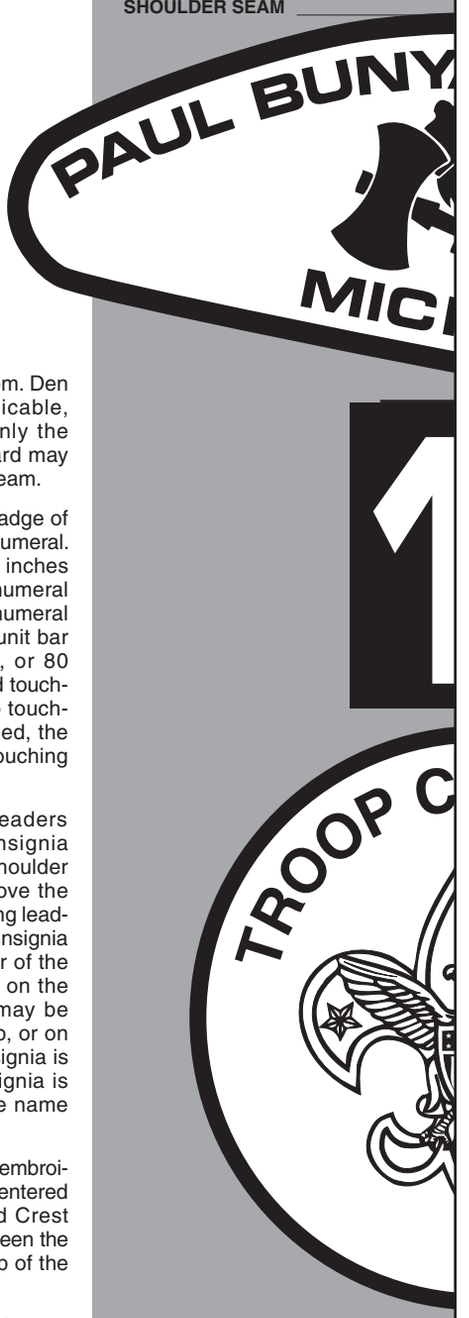
Left Sleeve. Council patch, badge of office, and, if applicable, unit numeral. Badge of office is centered 4 inches below shoulder seam, but if numeral is worn, it is centered below numeral and touching it. The veteran unit bar (25, 50, 55, 60, 65, 70, 75, or 80 years) is positioned above and touching the unit numeral and also touching council patch. When earned, the Trained leader strip is worn touching the badge of office.

***Right Pocket.** Cub Scout leaders may wear one temporary insignia centered between the right shoulder seam and the BSA strip, above the pocket. Boy Scout and Venturing leaders may wear one temporary insignia centered on the pocket. Order of the Arrow lodge insignia is worn on the pocket flap. The name tag may be worn just above the BSA strip, or on the pocket flap if no lodge insignia is worn. National jamboree insignia is worn centered and above the name tag and the BSA strip.

Left Pocket. Service stars and embroidered knots worn as shown, centered above the pocket. The World Crest emblem is worn centered between the left shoulder seam and the top of the left pocket.

*See special rules for national and international events in *Insignia Guide,* No. 33066A.

The Scouting Seal is your guarantee of quality, excellence, and performance.



Position diagram of insignia (see above) right on sleeve to guide you on proper placement.

OVER

FEMALE LEADER UNIFORM INSPECTION SHEET

UNIFORM POINTS	☐
INSIGHNIA POINTS	☐
TOTAL POINTS	☐

PERFECT SCORE 100 POINTS

☐ 15 pts. **Attendance.** Inspection attendance merits 15 points.

☐ 5 pts. **Headgear (optional in Cub Scouting).** Cub Scouting leaders either wear the blue bush hat or the same visored cap worn by the youth they serve. Boy Scout leaders wear olive and red for Boy Scouting and blaze for Varsity Scouting. Campaign hat may be worn at troop option by Boy Scout Leaders.

☐ 20 pts. **Blouse.** Women wear the long- or short-sleeve blouse. Cub Scout leaders have the option of either the yellow or tan blouse. Boy Scout leaders wear the tan blouse. Venturing leaders wear the green blouse. Shoulder loops are worn on the epaulets according to the position in which she is functioning, as follows:

Blue	Cub Scouting
Red	Boy Scouting
Blaze	Varsity Scouting
Green	Venturing
Silver	District/council (including chartered organization representative)
Gold	Region/national

☐ 20 pts. **Culottes, Slacks, or Shorts.** Blue (with yellow blouse) or olive (with tan blouse) for Cub Scout leaders, olive for Boy Scout leaders, and gray for Venturing leaders. Blue socks with gold tops are worn with blue shorts, and olive green socks with red tops are worn with olive green shorts.

Belt (if applicable). Blue with Cub Scout or Webelos Scout buckle with blue pants, olive with Boy Scout buckle with olive green pants.

Neckerchief (optional). Blue and gold Cub Scout leader neckerchief for Cub Scout leaders, plaid Webelos Scout neckerchief with gold trim for Webelos den leaders, troop option neckerchief for Boy Scout leaders.

Scarf (optional). Blue and gold scarf with blue and gold uniform, red and olive scarf with olive uniform.

Shoes. Leader option.

☐ 40 pts. **Insignia.** Correct placement left front, 10 points; right front, 10 points; left sleeve, 10 points; right sleeve, 10 points.

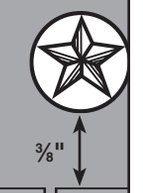


UNIFORM INSPECTION SCORE ☐

Name _____ Unit No. _____

Address _____ District _____

Office _____ Den _____



Position diagram of insignia (se
above) on pocket to guide you c
proper placement.

OUR UNIT INSPECTION WILL BE HELD ON

_____

BRING THIS FORM WITH YOU

OVER

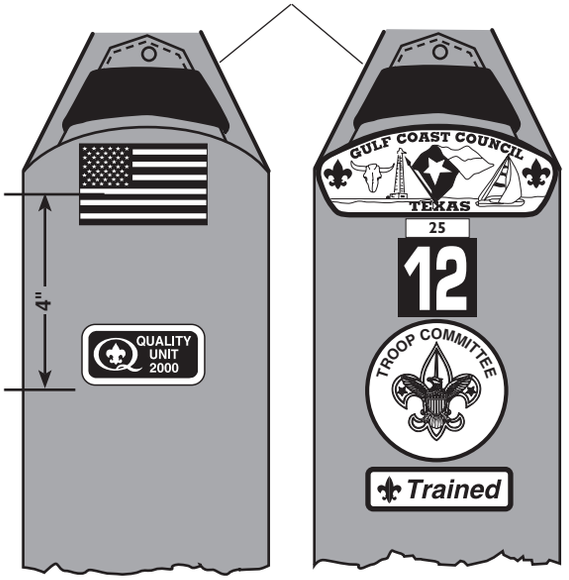
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ISBN 0-8395-4281-X
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2006 Printing

MALE LEADER UNIFORM INSPECTION SHEET

OFFICIAL PLACEMENT OF INSIGNIA

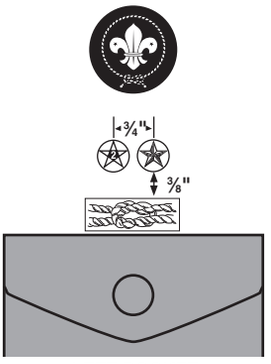
SHOULDER EPAULETS AND LOOPS



RIGHT SLEEVE LEFT SLEEVE



RIGHT POCKET



LEFT POCKET



The Scouting Seal is your guarantee of quality, excellence, and performance.

The basic rule is neatness. Conduct uniform inspection with common sense. It is not the purpose of the inspection to embarrass anyone.

Right Sleeve. U.S. flag. Den numeral, if applicable, is worn 2 inches below seam. If appropriate, the most recently earned Quality Unit Award is worn 4 inches below the seam.

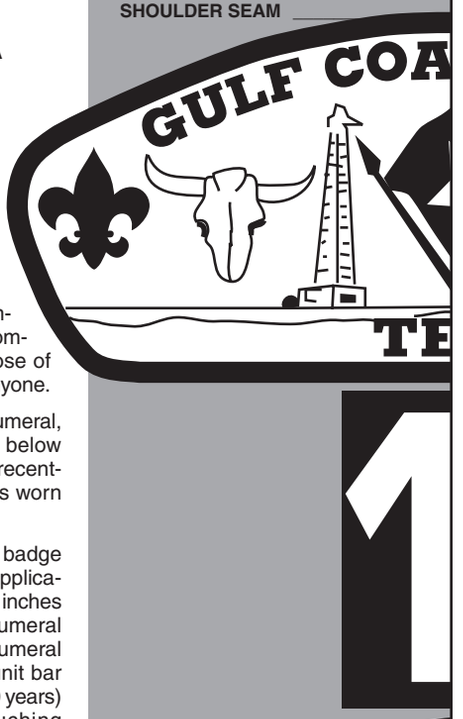
Left Sleeve. Council emblem, badge of office, and unit numeral, if applicable. Badge of office centered 4 inches below shoulder seam, but if numeral is worn, it is centered below numeral and touching it. The veteran unit bar (25, 50, 55, 60, 65, 70, 75, or 80 years) is positioned above and touching the unit numeral and also touching council emblem.

Right Pocket. One jamboree insignia worn above BSA or interpreter strip. Order of the Arrow lodge insignia worn on pocket flap. Temporary insignia worn centered on the pocket. Nameplate is centered above the BSA strip or interpreter strip, if worn. If the Venture or Varsity strip is worn, it is centered above the BSA strip or interpreter strip.

Left Pocket. Service stars and medals. Embroidered knots in rows of three. If a medal or embroidered knot is worn, service stars are raised. Badges of rank are not worn by adults. The World Crest is worn centered horizontally over the left pocket and vertically between the left shoulder seam and the top of the pocket.

Shoulder Epaulets. Colored shoulder loops identify the area of Scouting: blue, Cub Scouting; red, Boy Scouting (including Varsity Scout leaders in a troop); blaze (orange), Varsity Scouting; green, Venturing; silver, council and district; gold, national and regional. A Scouter should wear the color shoulder loop of the position in which he is functioning.

SHOULDER SEAM



Position diagram of insignia (see above) on sleeve to guide you on proper placement.

OVER

MALE LEADER UNIFORM
INSPECTION SHEET

UNIFORM POINTS	
INSIGHNIA POINTS	
TOTAL POINTS	

PERFECT SCORE 100 POINTS

☐ 15 pts. **Attendance.** Presence at inspection merits 15 points.

☐ 5 pts. **Headgear.** Boy Scout leaders can wear the olive and red visor cap, campaign hat, or troop-approved headgear. Cub Scouting pack leaders wear the blue and gold leaders' cap. Den leaders may wear the blue and gold leaders' cap or the same visored cap as the youth they serve. Varsity Scout leaders wear the blaze visor cap.

☐ 20 pts. **Shirt and Neckwear.** Official long- or short-sleeve tan shirt with appropriate shoulder loops on epaulets. Neckerchief is a troop option.

☐ 5 pts. **Belt.** Olive web with BSA insignia on brass buckle; or official leather with international-style buckle or buckle of your choice.

☐ 25 pts. **Pants/Shorts.** Official, olive, pressed; no cuffs. (Units have no option to change.)

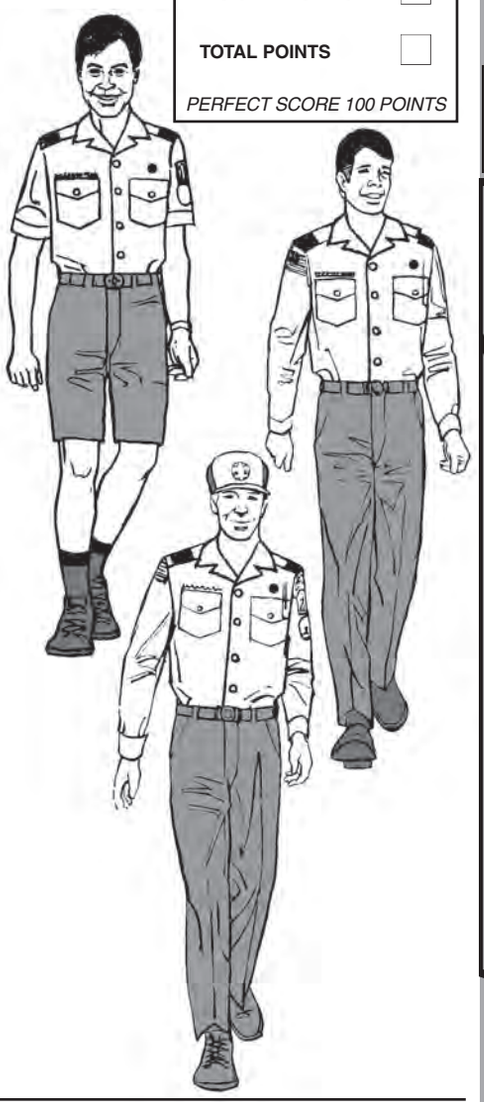
☐ 5 pts. **Socks.** Official olive-colored, mid-calf-length socks worn with official shorts or trousers. (Long socks are optional with shorts.)

☐ 5 pts. **Shoes.** Leather or canvas. Neat and clean.

☐ 20 pts. **Insignia.** Correct placement on left pocket, 5 points; right pocket, 5 points; left sleeve, 5 points; right sleeve, 5 points.

Note: Adults do not wear boys' badges of rank.

For more information about insignia, see *Insignia Guide,* No. 33066E.





Position diagram of insignia (see above) right on pocket to guide you on proper placement.

UNIFORM INSPECTION SCORE ☐

Name _____ Unit & No. _____

Address _____ District _____

Position in unit _____

OUR UNIT INSPECTION WILL BE HELD ON

_____

BRING THIS FORM WITH YOU

#34284

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34284
2007 Boy Scouts of America

OVER

PROGRESS RECORD FOR THE CUBMASTER AWARD

Cut along solid lines; fold along dotted lines.



(Reproduce locally.)

PERFORMANCE

☐ As a Cubmaster or assistant Cubmaster in a pack, earn the national Quality Unit Award or Centennial Quality Unit Award at least twice.

☐ At least once, earn the National Summertime Pack Award.

Approved by

Pack committee chairman or commissioner — Date

DISTRICT ACTION

This progress record has been reviewed and the candidate has met the standards for the Cubmaster Award. The award is approved.

Approved by

For the district — Date

PROGRESS RECORD FOR THE CUBMASTER AWARD

Name _____

Address _____

City _____

Pack No. _____ **District** _____

Council _____

BOY SCOUTS OF AMERICA

TENURE

Serve as a registered assistant Cubmaster for one year and a Cubmaster for one year, or two years as a registered Cubmaster. (Dates of service used to earn this award cannot be used to earn another key or award.)

Dates of Service

From _____ To _____

From _____ To _____

Approved by

Pack committee chairman or commissioner — Date

TRAINING

☐ Complete "The New Cubmaster" Fast Start training

☐ Complete basic training for Cubmasters.

☐ Complete Youth Protection Training.

☐ During each year of tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

Approved by

Pack committee chairman or commissioner — Date

PROGRESS RECORD FOR THE CUB SCOUT DEN LEADER AWARD

Cut along solid lines; fold along dotted lines.



(Reproduce locally.)

TENURE

Complete one year as a registered Cub Scout den leader. (Dates of service used to earn this award cannot be used to earn another key or award.)

Dates of Service

From _____ To _____

Approved by

Pack committee chairman or Cubmaster Date

TRAINING

- ☐ Complete "The New Den Leader" Fast Start training.
- ☐ Complete New Leader Essentials.
- ☐ Complete Cub Scout leader-specific training.
- ☐ Complete Youth Protection Training.
- ☐ During your tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

Approved by

Pack committee chairman or Cubmaster Date

PERFORMANCE

Do five of the following:

- ☐ During at least one program year, have a minimum of 50 percent of the Cub Scouts in your den earn the rank for their grade or age (Wolf or Bear).
- ☐ At least once, reregister a minimum of 75 percent of the *eligible* members of your den as a part of pack rechartering.
- ☐ Graduate a minimum of 60 percent of the eligible members of your den into Webelos Scouting.
- ☐ Have an assistant den leader who meets regularly with your den.
- ☐ Have a den chief who meets regularly with your den.
- ☐ Take leadership in planning and conducting a den service project.
- ☐ Conduct at least three den meetings per month, 9 months per year or an optional meeting plan approved by the pack.
- ☐ Participate with your den in a Cub Scout day camp or Cub Scout resident camp experience.
- ☐ Explore three "character connection" activities with your den members in one year.
- ☐ Hold regular den meeting and activity planning sessions with your assistant den leader.

Approved by

Pack committee chairman or Cubmaster Date

DISTRICT ACTION

This progress record has been reviewed and the candidate has met the standards for the Cub Scout Den Leader Award. The award is approved.

Approved by

For the district Date

PROGRESS RECORD FOR THE CUB SCOUT DEN LEADER AWARD

Name _____

Address _____

City _____

Pack No. _____ **District** _____

Council _____

BOY SCOUTS OF AMERICA

PROGRESS RECORD FOR THE CUB SCOUTER AWARD

Cut along solid lines; fold along dotted lines.



(Reproduce locally.)

PROGRESS RECORD FOR THE CUB SCOUTER AWARD



Name _____

Address _____

City _____

Pack No. _____ **District** _____

Council _____

BOY SCOUTS OF AMERICA

TENURE

Complete 2 years as a registered adult leader in Cub Scouting in a pack. (Dates of service used to earn this award cannot be used to earn another key or award.)

Dates of Service

From _____ To _____

From _____ To _____

Approved by

Pack committee chairman, Cubmaster, commissioner, or other appropriate person — Date

TRAINING

☐ Complete Fast Start training for your position, if applicable.

☐ Complete New Leader Essentials.

☐ Complete leader-specific training for Cub Scout position.

☐ Complete Youth Protection Training.

☐ During each year of tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

PERFORMANCE

Do five of the following:

☐ Assist in planning a pack program that results in advancement in rank by a minimum of 50 percent of pack members each year.

☐ Serve as an adult leader related to a pack that earns the Centennial Quality Unit Award.

☐ Serve as leader of a blue and gold banquet, pinewood derby, space derby, raingutter regatta, field day, picnic, or other Cub Scout activity.

☐ Give leadership to a promotional effort that results in at least 60 percent of pack members subscribing to *Boys' Life* magazine.

☐ Develop or update a Tiger Cub or Cub Scout den activity book listing places to go, things to do, costs, distances, etc., locally for the five Tiger Cub areas, or at least 12 Cub Scout themes.

☐ Give leadership to planning and conducting a pack service project.

Approved by

Pack committee chairman, Cubmaster, commissioner, or other appropriate person — Date

☐ Organize participation of a pack in the Cub Scout Academics and Sports program.

☐ Help with two annual unit Friends of Scouting campaigns.

☐ Serve as a leader for members of your pack attending a Cub Scout day camp or resident camp.

☐ Serve one year as a pack trainer during which 75 percent of registered pack and den leaders complete basic training for their positions.

Approved by

_____

Pack committee chairman, Cubmaster, commissioner, or other appropriate person — Date

DISTRICT ACTION

This progress record has been reviewed and the candidate has met the standards for the Cub Scouter Award. The award is approved.

Approved by

_____

For the district — Date

PROGRESS RECORD FOR THE TIGER CUB DEN LEADER AWARD

Cut along solid lines; fold along dotted lines.



(Reproduce locally.)

PROGRESS RECORD FOR THE TIGER CUB DEN LEADER AWARD



Name _____

Address _____

City _____

Pack No. _____ **District** _____

Council _____

BOY SCOUTS OF AMERICA

☐ Complete "The New Tiger Cub Den Leader" Fast Start training.

☐ Complete New Leader Essentials.

☐ Complete leader-specific training.

☐ Complete Youth Protection Training.

Approved by

Pack committee chairman or Cubmaster Date

TENURE

Complete one year as a registered Tiger Cub den leader. (Dates of service used to earn this award cannot be used to earn another key or award.)

Dates of Service

From _____ To _____

Approved by

Pack committee chairman or Cubmaster Date

PERFORMANCE

Do all of the following:

☐ Conduct a Tiger Cub roundup for your pack with at least five new Tiger Cub boy/adult teams recruited.

☐ Contact the host team each month and provide support as needed for one year.

☐ Coordinate Tiger Cub den participation in three Cub Scout pack activities each year.

☐ Graduate at least 60 percent of your Tiger Cubs into a Cub Scout den.

☐ Report on the progress of your Tiger Cub dens at 75 percent of pack leaders meetings.

☐ During your tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

Approved by

Pack committee chairman or Cubmaster Date

PERFORMANCE

☐ Graduate a Tiger Cub den into Cub Scouting with at least 60 percent of the Tiger Cubs becoming Cub Scouts.

☐ Report on the progress of Tiger Cub dens at 75 percent of pack leader meetings.

Approved by

_____

Pack committee chairman or Cubmaster Date

DISTRICT ACTION

This progress record has been reviewed and the candidate has met the standards for the Tiger Cub Den Leader Award. The award is approved.

Approved by

_____

For the district Date

PROGRESS RECORD FOR THE WEBELOS DEN LEADER AWARD

Cut along solid lines; fold along dotted lines.



(Reproduce locally.)

PROGRESS RECORD FOR THE WEBELOS DEN LEADER AWARD



Name _____

Address _____

City _____

Pack No. _____ **District** _____

Council _____

BOY SCOUTS OF AMERICA

TENURE

Complete 1 year as a registered Webelos den leader. (Dates of service used to earn this award cannot be used to earn another key or award.

Dates of Service

From _____ To _____

From _____ To _____

Approved by

_____ Date
Pack committee chairman or Cubmaster

TRAINING

☐ Complete "The New Webelos Den Leader" Fast Start training.

☐ Complete New Leader Essentials.

☐ Complete leader-specific training.

☐ Complete Youth Protection Training.

☐ Complete outdoor leader skills for Webelos leaders.

☐ During your tenure for this award, participate in a Cub Scout leader pow wow or University of Scouting, or attend at least four roundtables.

Approved by

_____ Date
Pack committee chairman or Cubmaster

PERFORMANCE

Do seven of the following:

☐ During at least one program year, have a minimum of 50 percent of the Webelos Scouts in your den advance in rank (Webelos Badge or Arrow of Light Award).

☐ At least once, reregister a minimum of 75 percent of the *eligible* members of your den as a part of pack rechartering.

☐ Graduate a minimum of 60 percent of the eligible members of your Webelos den into Boy Scouting.

☐ Have an assistant Webelos den leader or second adult who regularly attends your den's meetings and activities.

☐ Have a Webelos den chief who meets regularly with your den.

☐ Take leadership in planning and conducting two Webelos overnight campouts or other outdoor den activities.

☐ Help plan and conduct a Webelos den–Boy Scout troop joint activity.

☐ Take leadership in planning and conducting a Webelos den service project.

☐ Conduct at least three Webelos den meetings per month, 9 months per year or an optional meeting plan approved by the pack.

☐ Participate with your den in a Webelos day camp or resident camp experience.

☐ Explore three "character connection" activities with your den members in one year.

☐ Hold regular den meeting and activity planning sessions with your assistant den leader.

Approved by

_____ Date
Pack committee chairman or Cubmaster

DISTRICT ACTION

This progress record has been reviewed and the candidate has met the standards for the Webelos Den Leader Award. The award is approved.

Approved by

_____ Date
For the district

PROGRESS RECORD FOR THE PACK TRAINER AWARD

Cut along solid lines; fold along dotted lines.



(Reproduce locally.)

PROGRESS RECORD FOR THE PACK TRAINER AWARD



Name _____

Address _____

City _____

Pack No. _____ **District** _____

Council _____

BOY SCOUTS OF AMERICA

NOT AVAILABLE UNTIL SEPTEMBER 1, 2008

TENURE

Complete two years as a registered pack trainer.)

Dates of Service

From _____ To _____

From _____ To _____

Approved by

Pack committee chairman or Cubmaster Date

TRAINING

- ☐ Complete Fast Start training for the pack committee.
- ☐ Complete New Leader Essentials and be familiar with and able to explain the key elements of leader-specific training for all volunteer positions in the pack.
- ☐ Complete Youth Protection Training.
- ☐ Participate in a trainer development conference.

Approved by

Pack committee chairman or Cubmaster Date

PERFORMANCE

- ☐ Participate in a Cub Scout leader pow wow or university of Scouting (if your council conducts them) during each year of tenure for this award.
- ☐ Have Cub Scout roundtable staff certify your attendance for at least 30 percent of the roundtables during each year of tenure for this award.
- ☐ Attain 100 percent trained leadership within the pack for the committee chairman, Cubmaster, and all den leaders.
- ☐ Have a working plan in place for delivering Fast Start training to new leaders within 48 hours of their joining your pack.
- ☐ Have a working plan in place for helping leaders who have not taken basic training to attend New Leader Essentials and leader-specific training.
- ☐ Keep and update training records of all leaders in your pack.

- ☐ During the pack annual program planning meeting, be available to answer questions about training courses.
- ☐ Review ongoing pack leadership training status and provide leaders with updates on any available supplemental training.

Approved by

Pack committee chairman or Cubmaster Date

DISTRICT ACTION

This progress record has been reviewed and the candidate has met the standards for the Pack Trainer Award. The award is approved.

Approved by

For the district Date

Pack Overnighter Site Approval Form

This site approval form is to be used by the BSA council to evaluate local pack overnight family camping locations. It should be kept on file in the council office for local unit use and periodically reviewed for accuracy.

Site: _____ Phone: _____

Address: _____

Site contact: _____ Title: _____

Site managed by (check one): City _____ County _____ State _____ Federal _____ Private_____ BSA_____

Mandatory Standards	**Meets Standard Yes**	**No**
1. The camping site is clean and safe from hazards.	_____	_____
2. The site is not located near any natural or manmade hazards.	_____	_____
3. Facilities are available for the proper and sanitary disposal of garbage, with vermin-proof receptacles.These facilities are serviced regularly by the managing agency.	_____	_____
4. Drinking water from an approved source is provided at convenient locations and is readily accessible.	_____	_____
5. Emergency assistance is available 24 hours a day.	_____	_____
6. A public telephone is available within a reasonable distance.	_____	_____
7. If fires are permitted, adequate and safe equipment is provided for cooking and recreational fires.	_____	_____
8. All facilities are available to people with disabilities.	_____	_____
9. Each family site is within 300 feet of a sanitary toilet facility.	_____	_____
10. Any individual site hook-ups provided for electricity, water, or sewer meet all appropriate local and state health codes.	_____	_____
11. If swimming is available, it is limited to facilities that meet state health standards. BSA safety guidelines for aquatics are followed.	_____	_____
12. Adequate shelter is available for program activities during inclement weather.	_____	_____

Site Amenities (optional)

13. Campsites are available for tents.	_____	_____
14. Campsites are available for recreational vehicles.	_____	_____
15. Clean and warm showers are available for all campers.	_____	_____
16. Sufficient picnic tables are available.	_____	_____
17. An open area is available for group games and other recreational activities.	_____	_____
18. Well-marked and easy-to-follow trails are available.	_____	_____
19. Playground equipment is available and in good repair.	_____	_____
20. Recreational equipment is available for packs to check out.	_____	_____

Additional Opportunities

List any items of interest, historical sites, etc., in or near the vicinity of campsites._____

_____

_____

Site inspected by: _____ Date:_____

Site approved by: _____ Date:_____

Council contact: _____ Phone: _____

Site approval expires (date): _____. **(This is two years from the date of inspection.)**

BOY SCOUTS OF AMERICA®

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APPENDIX 2

GLOSSARY OF CUB SCOUTING TERMS

Academics and Sports program. See Cub Scout Academics and Sports program.

achievement. The name given to a major requirement in the Cub Scout program. There are five achievements required to earn the Tiger Cub rank and 12 required to earn the Wolf or Bear ranks. (See the *Tiger Cub Handbook,* No. 34713, the *Wolf Handbook,* No. 33450, and the *Bear Handbook,* No. 33451.)

activity badge. One of 20 recognitions that Webelos Scouts may earn in hobby or career fields such as drama, science, nature, athletics, citizenship, etc.

activity badge counselor. An adult who counsels a Webelos den on one or more of the activity badges.

advancement. The process by which a Cub Scout meets certain requirements and earns recognition.

adventure weekend. See BSA family camping.

Akela. (Pronounced Ah-KAY-la) A title of respect in Cub Scouting, referring to any good leader—parent, teacher, minister, Scouting leader, etc. The name originates from Rudyard Kipling's Jungle Book. See "The Story of Akela and Mowgli" in the Wolf Cub Scout Book. Akela is also the leader and guide for boys on the Wolf trail.

Anniversary Week. See Scouting Anniversary Week.

annual pack program planning conference. An annual planning meeting for the pack.

Arrow of Light Award. The highest rank in Cub Scouting and the only Cub Scout badge that may be worn on the Boy Scout uniform. A boy who has earned the Arrow of Light Award is eligible to become a Boy Scout.

Arrow Point. An award for earning 10 elective credits as a Wolf or Bear Cub Scout. The first 10 electives earned in either rank are represented by a Gold Arrow Point. Subsequent groups of 10 earn Silver Arrow Points.

assistant Cubmaster (CA*). A registered leader in the pack, 18 years of age or older.

assistant den leader (DA*). A registered leader in the pack, 18 years of age or older.

assistant denner. A Cub Scout or Webelos Scout elected by his peers to help the denner. (See denner.)

assistant Webelos den leader (WA*). A registered leader in a pack, at least 18 years of age.

Baden-Powell, Robert Stephenson Smyth. Founder of the worldwide Scouting movement. Known as Lord Baden-Powell, Chief Scout of the World, and B-P.

Baloo. (Pronounced Bah-LOO) The friendly bear in Kipling's Jungle Book taught Mowgli the ways of the jungle. Parents and adult guides act as Baloo for Cub Scouts on the Bear trail in the same way they took the part of Akela for Cub Scouts on the Wolf trail.

BALOO (Basic Adult Leader Outdoor Orientation). An eight-hour training course that an adult member of the pack attending the overnighter must complete before the pack can participate in a pack overnighter.

Bear. The Cub Scout rank designed for a third-grade Cub Scout (or one who is 9 years old). The Bear rank is earned by completing 12 of 24 achievements. (See the Bear Cub Scout Book.)

blue and gold banquet. A birthday dinner for Scouting held by Cub Scout packs in February to celebrate the founding of the Boy Scouts of America in 1910 and Cub Scouting in 1930.

Bobcat. A rank for all boys who join Cub Scouting.The Bobcat badge must be earned before a boy may be awarded his Tiger Cub, Wolf, Bear, or Webelos rank.

boy-fact survey. A survey used to find out who potential members are and where they live.

Boy Scouts of America. The legal name of the nationwide organization founded February 8, 1910, and chartered by the U.S. Congress in June of 1916. Also known as the BSA.

Boys' Life. The monthly magazine published by the Boy Scouts of America. There are three demographic or age-specific editions: one for Tiger Cubs, one for Cub Scouts, and one for Boy Scouts.

*The letter code for this position is used in the printout of pack rosters and registration reports.

BSA Family Award. The BSA Family Award is earned by a Cub Scout and his family when they complete 10 activities in 12 months that are outlined in Cub Scouting's BSA Family Activity Book.

BSA family camping. These council-organized overnight events involve more than one pack. The local council provides all elements of the outdoor experience, such as staffing, food service, housing, and program. These are often referred to as parent/pal or adventure weekends.

BSA Family Program. This program, as outlined in Cub Scouting's *BSA Family Activity Book,* is a series of activities designed to help strengthen all families, whether two-parent, single-parent, or nontraditional families. All family members are encouraged to participate and may earn the BSA Family Award.

buddy system. One part of the Safe Swim Defense plan (see Safe Swim Defense). Swimmers of like ability are paired, check in and out of the water together, and stay within 10 feet of each other during a swim. The buddy system is also used in other Cub Scout activities for safety reasons.

Centennial Quality Unit Award. Recognition given each charter year to units that commit to and meet specified national standards. Only the most recently awarded patch may be worn.

Character Connection. A reflection discussion that addresses the thinking, feeling, and behavior experiences related to 12 core values. Some special requirements in the boys' handbooks are designated as Character Connections and emphasize the core values. See core values.

charter. The Boy Scouts of America was granted a federal charter in 1916 to provide a program of character development, citizenship training, and mental and physical fitness for all boys. The BSA issues charters annually to organizations that want to use the Scouting program.

charter presentation. A formal ceremony in which the charter and membership certificates are presented to the chartered organization and members of the chartered unit.

charter renewal. An annual meeting attended by the chartered organization representative, the head of the chartered organization, pack leaders, and the unit commissioner for the purpose of completing the charter application and making plans for the charter presentation.

chartered organization. A religious, civic, fraternal, educational, or other group that has applied for and received a charter to operate a Scouting unit.

chartered organization representative (CR*). The liaison between the chartered organization and the pack. Represents the organization on the local council level.

Climb on Safely. BSA guidelines for climbing and rappelling (outlined in brochure No. 20-099).

commissioner. A volunteer Scouter who works with packs and troops to help Scouting units succeed. In addition to the council commissioner, there are district commissioners, assistant district commissioners, roundtable commissioners, and unit commissioners.

compass points emblem. A recognition earned by Webelos Scouts who have completed the requirements for the Webelos badge. Consists of a cloth badge and metal compass points, each representing four activity badges beyond those required for the Webelos badge.

Conservation Award. See World Conservation Award.

Conservation Good Turn. An opportunity for Cub Scout packs, Boy Scout troops, Varsity Scout teams, and Venturing crews to join with conservation or environmental organizations (federal, state, local, or private) to carry out a conservation Good Turn in their communities.

core values. Twelve core values defined in Cub Scouting to guide the development of character in boys: citizenship, compassion, cooperation, courage, faith, health and fitness, honesty, perseverance, positive attitude, resourcefulness, respect, responsibility.

council. A chartered body of representatives from organizations operating Scouting units and members at large responsible for Scouting in a designated geographic area.

council service center. See local council service center.

crossover. When Webelos Scouts become Boy Scouts: "Webelos crossover."

Cub Scout. A boy who has completed first grade (or is at least 8 old) and is registered with a Cub Scout pack.

Cub Scout Academics and Sports program. A supplemental enrichment program that complements Cub Scouting. A pack may select any of 38 academic or sports subjects to pursue. Academics or Sports belt loops and pins recognize Tiger Cubs, Cub Scouts, and Webelos Scouts for participation.

Cub Scout day camp. An organized one- to five-day program for Tiger Cubs, Cub Scouts, and Webelos Scouts under certified leadership at an approved site, usually during daylight or early evening hours, but not overnight.

Cub Scout den leader. A registered member of the pack, at least 21 years of age, who leads a Wolf or Bear Cub Scout den.

*The letter code for this position is used in the printout of pack rosters and registration reports.

Cub Scout Den Leader Award. Recognition available to Cub Scout den leaders for completing requirements for tenure, training, and performance.

Cub Scout handshake. Used by Cub Scouts and Cub Scouters; given with the right hand.

Cub Scout motto. Do Your Best.

Cub Scout Outdoor Activity Award. Recognition available to Cub Scouts for attending day camp or resident camp and completing required outdoor activities specified for their rank.

Cub Scout Orientation. A 10-minute video that orients parents and guardians of new Cub Scouts to Cub Scouting.

Cub Scout Promise. I promise to do my best, to do my duty to God and my country, to help other people, and to obey the Law of the Pack.

Cub Scout resident camp. An overnight camping activity conducted by the council for Cub Scouts and/or Webelos Scouts and their parents.

Cub Scout salute. A hand salute made by Cub Scouts and Cub Scouters.

Cub Scout sign. A sign used when repeating the Cub Scout Promise or Law of the Pack and as a signal for quiet in meetings.

Cub Scouter. An adult registered member of a Cub Scout pack, 18 years of age or older.

Cub Scouter Award. Recognition available to Cub Scouters for completing requirements of training, tenure, and performance.

Cubmaster (CM*). A registered leader of the pack, 21 years of age or older.

Cubmaster Award. Recognition available to Cubmasters for completing requirements of training, tenure, and performance.

Cubmaster's Minute. An important, inspirational thought for the day or a brief story that reflects on the Cub Scout Promise, the Law of the Pack, the Cub Scout motto, or a patriotic item—told as part of the closing at the end of a pack meeting.

cubmobile. A pack activity that involves building and racing gravity-propelled racing cars.

day camp. See Cub Scout day camp.

den. A neighborhood group of five to nine Tiger Cub–adult partner teams, Cub Scouts, or Webelos Scouts who usually meet once a week.

den chief. A Boy Scout, Varsity Scout, or Venturer appointed to help direct the activities of a Cub Scout den.

den chief planning meeting. A monthly planning meeting to plan and confirm den chief assignments for den meetings.

Den Chief Service Award. A den chief must fulfill training and service requirements while serving a den for a full year or more to earn this recognition.

Den Chief Training. Basic training for den chiefs held by the district or council for a day or weekend.

den code of conduct. A set of rules written by den members that establish standards for behavior.

den doodle. A homemade prop used to record the advancement progress of the members of a Tiger Cub, Cub Scout, or Webelos den.

den leader (DL*). A registered leader of the pack, at least 21 years of age, who leads a Cub Scout den.

denner. A Cub Scout or Webelos Scout elected by his den to help the den leader and den chief.

district. A geographic administrative unit of a council.

district chair. The executive officer of the district committee.

district committee. A group of adults responsible for carrying out the council program within their district.

district executive (DE*). A professional Scouter who works under the direction of the council Scout executive and acts as an adviser to the volunteer leaders in the district.

elective. A part of the Cub Scout advancement program. There are 50 electives in the *Tiger Cub Handbook,* 23 in the *Wolf Handbook,* and 25 in the *Bear Handbook.* Boys receive recognition for completing electives.

family camping. See BSA family camping.

Family Program. See BSA Family Program.

Family Talent Survey Sheet. An inventory of family members' interests and abilities conducted by the Cub Scout pack to determine program potential.

Fast Start Training. Adult volunteer leadership training that immediately furnishes the information new leaders need to help them get started, understand what is expected of them, and establish effective meeting patterns. Cub Scout Fast Start Training is available via video or approved council Web sites.

Friends of Scouting (FOS). An annual opportunity for Scouters and interested people in the community to be identified with the local council or National Council through their financial support and influence in the expansion of the council program.

*The letter code for this position is used in the printout of pack rosters and registration reports.

Go See It. A field trip or outing conducted by a Tiger Cub den.

Good Turn. Service for the benefit of others. A den, a pack, or an individual Cub Scout may undertake a Good Turn project.

goodwill fund. A budget item for every Cub Scout pack.

graduation. See transition.

grand howl. A special Cub Scout ceremony to recognize a leader or boy's achievement, or as a den or pack closing. (See the Den Chief Handbook.)

Guide to Safe Scouting. A unit leader's guide for current policies and procedures for conducting safe activities. Available as a printed publication or on the official BSA Web site (www.scouting.org).

immediate recognition emblem. A plastic emblem worn by Wolf and Bear Cub Scouts to indicate how they are progressing in rank. Colored beads (yellow for Wolf, red for Bear) are awarded for each three achievements a boy earns.

induction. A ceremony recognizing new Cub Scouts joining the pack.

Law of the Pack. The Cub Scout follows Akela. The Cub Scout helps the pack go. The pack helps the Cub Scout grow. The Cub Scout gives goodwill.

leader-specific training. The basic course of training for adult leaders, beginning with New Leader Essentials and progressing to leader-specific courses such as Scoutmaster and Assistant Scoutmaster Leader Specific Training and Varsity Coach and Assistant Coach Leader Specific Training.

Leave No Trace. Nationally recognized outdoor skills and ethics awareness program. Its guidelines should be followed at all times in the outdoors.

Living Circle. A special ceremony for Cub Scouts. (See Cub Scout Ceremonies for Dens and Packs.)

local council service center. The business center for the local administration of Scouting.

Lone Cub Scout. A boy of Cub Scout age who, unable to join a pack because of unusual circumstances, is involved in Cub Scouting under the leadership of a Lone Cub Scout friend and counselor.

membership inventory. A part of the charter renewal process, formerly called roll call.

National Den Award. An award to recognize dens that provide a quality year-round program.

National Summertime Pack Award. An award that a pack may earn for conducting a summer program.

new-Scout conference for Webelos Scouts. As required for the Arrow of Light Award, a conference conducted by the Scoutmaster of a troop with a Webelos Scout and his parents before he joins the troop.

Outdoor Code. A pledge for proper outdoor conduct that all Cub Scouts and leaders should follow.

Outdoor Leader Skills for Webelos Leaders. Training provided by the district or council to teach outdoor skills to Webelos den leader. Webelos den leaders should attend this training before conducting any Webelos den overnight campouts.

pack. A Scouting unit, made up of dens, which conducts Cub Scouting for the chartered organization.

pack committee (MC*). A group of qualified adults appointed by the chartered organization to administer the affairs of the pack.

pack committee chair (CC*). A registered adult leader of the pack, at least 21 years of age. The executive officer of the pack committee.

pack leaders' planning meeting. A monthly meeting of pack leaders for the purpose of planning the den and pack program and managing pack affairs.

pack meeting. A monthly meeting of all dens and pack families for games, skits, presentation of advancement awards, and other recognitions.

pack overnighter. Pack-organized overnight events involving more than one family from a single pack, focused on age-appropriate Cub Scout activities and conducted at council-approved locations.

pack program planning conference. See annual pack program planning conference.

pack trainer. A registered leader of the pack, at least 21 years of age, who is responsible for orienting new parents as well as seeking the goal of having 100 percent of pack leadership trained in their position responsibilities.

Pack Trainer Award. Recognition available for pack trainers who complete requirements of training, tenure, and performance.

parent/pal weekend. See BSA family camping.

Philmont Training Center. The national volunteer training center of the Boy Scouts of America, located at Philmont Scout Ranch in Cimarron, New Mexico.

Pinewood Derby®. A pack activity that involves making and racing model cars on a track.

*The letter code for this position is used in the printout of pack rosters and registration reports.

positive place. Any Cub Scouting activity should be a positive atmosphere where boys can feel emotionally secure and find support, not ridicule, from their peers and leaders. Activities should be positive and meaningful and help teach the ideals and aims of Scouting.

pow wow. A training course for Cub Scout leaders conducted by the district or council. Usually held annually. See also University of Scouting.

professional. A registered, full-time employee of the Boy Scouts of America who has successfully completed formal training at the Center for Professional Development.

Progress Toward Ranks beads. Beads that are added to the immediate recognition emblem. Yellow beads are awarded for every three Wolf achievements completed; red beads, for every three Bear achievements completed.

raingutter regatta. A pack activity that involves making and racing model boats in a raingutter.

Rally Night for Cub Scouting. A special evening gathering where boys and families gather to hear how Cub Scouting operates and how they can join.

rank. A level that is earned by completing certain requirements in Cub Scouting. The six Cub Scout ranks are Bobcat, Tiger Cub, Wolf, Bear, Webelos Scout, and Arrow of Light.

recruiter strip. A cloth strip presented to boys for recruiting another boy into the program.

registration. The payment of an annual registration fee to the BSA. One of the requirements for membership in Scouting.

resident camp. See Cub Scout resident camp.

roundtable. A monthly program and morale-building meeting for Cub Scout leaders, held by the district.

round-up. A term used for "rounding up" or recruiting Cub Scouts.

Safe Swim Defense. An eight-point plan for safe swimming.

Safety Afloat. Nine guidelines for safe unit activity afloat in watercraft less than 26 feet long.

Scouter. A registered adult member of the BSA.

Scouting Anniversary Week. The week, beginning on Sunday, that includes February 8, Scouting Anniversary Day—the day the BSA was incorporated in 1910.

Scouting distributor. A local business or firm licensed by the BSA Supply Division to stock and sell Scouting equipment and uniforms.

***Scouting* magazine.** The official magazine for all Scouters. It helps interpret the program, stimulate action, and motivate leaders to do a good job.

Scouting movement. An idea started by Lord Baden-Powell based on the conviction that boys can live up to a code of conduct and can develop themselves physically, mentally, and spiritually through a program of activities and advancement challenges in association with other boys under the leadership of adults.

Scouting show. An arena show or exposition, usually involving Boy Scouts and Venturers in a councilwide activity, where the purpose is to demonstrate the entire Scouting program to the public.

service star. A pin worn over the left shirt pocket of the uniform to denote the number of years of service with the BSA.

shared leadership. The concept of sharing leadership responsibilities in Tiger Cubs. Tiger Cub–adult partner teams take turns assuming the responsibility of hosting a month of meetings.

space derby. A pack activity that involves making and racing model spaceships.

tenure. A term used to describe the length of service and membership in Scouting.

Tiger Cub. A boy who is in first grade (or is 7 years old) and registered, with his adult partner, as a member of a Tiger Cub den.

Tiger Cub den. A den of five to nine Tiger Cubs and their adult partners, led by a Tiger Cub den leader, which meets weekly for a shared leadership experience.

Tiger Cub den leader (TL*). A registered leader of the pack, at least 21 years old, who leads a Tiger Cub den.

Tiger Cub Immediate Recognition Emblem. A totem worn on the right shirt pocket that Tiger Cubs earn for learning the Cub Scout motto, the Cub Scout sign, and the Cub Scout salute. Beads are later attached to four thongs to indicate the boy's progress in advancement.

Tiger Track beads. Special beads awarded to Tiger Cubs for completing 10 elective requirements.

tour permit. A permit designed to help units plan safe, healthful, and enjoyable trips and to ensure that proper procedures will be followed in case of an emergency.

Trained Leader emblem. All Cub Scout leaders who have completed Basic Leader Training appropriate to their positions may wear this emblem.

*The letter code for this position is used in the printout of pack rosters and registration reports.

trainer development conference. A conference during which volunteer leaders who are responsible for training—including pack trainers—become acquainted with the principles, methods, and techniques of training.

transition. The movement of a Cub Scout from one program level to another (Tiger Cub to Wolf, Wolf to Bear, Bear to Webelos Scout, Webelos Scout to Boy Scout). Transition is marked by a pack transition ceremony to welcome and/or recognize the boys and their families.

troop Webelos resource person. An adult leader of a Boy Scout troop who works with the Webelos den leader in using the resources of the troop to help prepare Webelos Scouts and their parents or guardians for Boy Scouting.

uniform inspection. A special feature of a den or pack meeting when members are given an opportunity to demonstrate their properly uniformed appearance.

unit. The term used to designate any one of the following in the BSA: pack (Cub Scouting), troop (Boy Scouting), team (Varsity Scouting), and crew or ship (Venturing).

unit commissioner. A volunteer district Scouter who works with the pack to help it succeed in delivering a quality program.

Unit Leadership Enhancements. Supplemental training that takes place in the pack and is conducted by a member of the pack committee.

University of Scouting. A supplemental training course for BSA leaders of all program areas conducted by the district or council. Usually held annually.

volunteer. An individual registered with the BSA who donates service, time, and/or funds to support the program.

Webelos badge. A rank earned by Webelos Scouts.

Webelos colors. Green, red, and gold streamers on a blue metal bar that boys may wear to display Webelos activity badges.

Webelos den. A group of Webelos Scouts who meet under the supervision of a Webelos den leader.

Webelos den chief. A Boy Scout, Varsity Scout, or Venturer who has been appointed to help direct the activities of the Webelos den.

Webelos den leader (WL*). A registered adult leader in the pack, at least 21 years of age, who leads a Webelos den.

Webelos Den Leader Award. Recognition available to Webelos leaders who complete requirements of training, tenure, and performance.

Webelos den overnight campout. A parent-son overnight camping event under the direction of a Webelos den leader. Sometimes this campout is a joint overnight campout with a local Boy Scout troop.

Webelos denner. A Webelos Scout who is elected by other members of his den to help the Webelos den chief and Webelos den leader.

Webelos resource person. See troop Webelos resource person.

Webelos Scout. A Cub Scout who has completed third grade (or is 10 years old) and is a member of a Webelos den. Webelos Scouts wear a distinctive uniform.

Webelos-to-Scout transition. The preparation and graduation of a Webelos Scout from Cub Scouting to Boy Scouting.

whittling chip card. A card that Tiger Cubs, Cub Scouts, and Webelos Scouts earn after they have learned the safety rules and proper care guidelines of using a pocketknife.

whole Scouting family. When an organization is chartered to operate a Cub Scout pack, Boy Scout troop, Varsity Scout team, and Venturing crew, it is said to have the whole Scouting family.

Wolf. The Cub Scout rank designed for a second-grade Cub Scout (or one who is 8 years old). The Wolf rank is earned by completing 12 achievements.

Wood Badge. Advanced leadership training for all adult members of the BSA.

World Conservation Award. An award for Wolf, Bear, and Webelos Scouts emphasizing the importance of our natural resources. Requirements are different for each rank.

World Crest. A purple emblem that all BSA members may wear on their uniforms as an expression of world brotherhood.

World Friendship Fund. The means by which Scouts and Scouters in the United States can provide material and equipment to support Scouting around the world.

Youth Protection program. This BSA emphasis fights child abuse by teaching youth how to recognize, resist, and report child abuse; by helping parents and Scouters learn to recognize indications of child abuse; and by teaching them how to address and prevent child abuse situations. Youth Protection training addresses these BSA policies.

*The letter code for this position is used in the printout of pack rosters and registration reports.

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